

Undergraduate Catalog 2021-2022



GWYNEDD MERCY UNIVERSITY

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President's Message

Welcome to Gwynedd Mercy University! Here you'll find a community rich in history and rooted in the values of Mercy. Whether you'll join us for classes on our Main Campus in Gwynedd Valley, Pennsylvania or prefer to take classes online or at one of our satellite campuses, I look forward to welcoming you into our tight-knit GMercyU community.

At GMercyU, faculty and staff are committed to academic excellence and care deeply about the success of our students. They love being a part of the transformation that our students experience as they learn about their disciplines, the world, and themselves. Our graduates are successful in a wide array of careers including education, nursing, science, criminal justice, business, law, social services and entrepreneurial endeavors as well as graduate school. These graduates always cite the personal attention they received along with the focus on helping others as reasons that contributed to their success at Gwynedd Mercy University and in their lives after graduation.

It is especially gratifying to see the many ways in which faculty, staff and students are working together to make a positive difference in the world. Whether it is participating in a service trip during Alternative Spring Break, working at a university-run health care clinic to meet the needs of local residents, or helping to end hunger in the region, GMercyU students find many ways to engage in community service.

Our students can choose from more than 40 undergraduate majors and graduate programs, which are housed in three schools: The School of Arts and Sciences, the School of Business and Education, and the Frances M. Maguire School of Nursing and Health Professions. While our campus and its offerings have evolved since GMercyU was founded in 1948, our commitment to preparing students for successful careers and meaningful lives in society remains as strong today as it was then.

I look forward to greeting you personally and officially welcoming you to Gwynedd Mercy University!

A handwritten signature in black ink that reads "Deanne H. D'Emilio".

Deanne H. D'Emilio, JD
President, Gwynedd Mercy University



CERTIFICATION STATEMENT

This catalog serves as an explanation of the offerings of Gwynedd Mercy University and is not a contract with the student. The administration reserves the right to change courses, expenses or requirements as the need arises.

I certify that this catalog is true and correct in content and policy as required by 38 CFR 21.4253(d)(1).

A handwritten signature in black ink that reads "Mary H. Van Brunt". The signature is written in a cursive, flowing style.

Mary H. Van Brunt, Ph.D.
Provost and Vice President for Academic Affairs

COVID 19 Statement

At Gwynedd Mercy University, the health and safety of students, faculty and staff are our top priority. As part of our caring community and consistent with our Mercy values, we expect everyone to follow the University's health and safety protocols, which are consistent with the recommendations of the Centers for Disease Control (CDC) and local and state health officials.

For Fall 2021, all students who take courses on any GMercyU campus will be required to show proof of vaccination or an approved exemption prior to coming to campus. For updates and further information, please see: <https://www.gmercyu.edu/covid-19/students>.

During this time of uncertainty, we may be required to quickly modify our curricular and co-curricular programming based on changing campus health concerns and/or state or local requirements. For the safety of all concerned, members of the University community are expected to comply with any updated policies or procedures.

We sincerely appreciate the cooperation of our entire GMercyU community.

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MISSION and CORE VALUES

Mission Statement: Gwynedd Mercy University is a Catholic University rooted in the tradition of the Sisters of Mercy. Our learning community prepares students for successful careers and meaningful lives in a global society.

Core Values: As a Mercy University committed to academic excellence, we value:

Integrity in Word and Deed

Respect for the Dignity of Each Person

Service to Society

Social Justice in a Diverse World*

**With a special focus on the Critical Concerns of the Sisters of Mercy: Earth, Immigration, Anti-Racism, Non-Violence, Women*

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ACADEMIC CALENDAR

Academic Year 2021-2022

NOTE: Dates on the Academic Calendar pertain to students enrolled in Term Programs only, except for the Graduation Application deadline and the Commencement date. Students enrolled in Non-Term Programs should refer to their syllabus or individual plan for holidays and other breaks in coursework. Students enrolled in Non-Term Programs should refer to the catalog for Course Change and Withdrawal deadlines.

Fall 2021

Accelerated X1 Begins (8/23-10/18)	August 23
University Assembly	August 25
Saturday Classes Begin	August 28
Regular Classes Begin	August 30
Labor Day (University Closed)	September 6
Last Day to Drop/Add Regular Classes	September 7
Deadline for December 2021 Graduation Application	September 7
Fall Break (No Classes)	October 11, 12
Accelerated X2 Begins (10/20 – 12/14)	October 20
Spring 2022 Registration	November 8
Last Day to Withdraw from Regular Classes	November 15
Thanksgiving Holiday (University Closed)	November 24,25,26
Last Day of Regular Classes	December 13
Final Exams	December 14-18
Graduation (No Ceremony)	December 31
Deadline for May 2022 Graduation Applications	January 24

Spring 2022

Accelerated X3 Begins (1/3 -2/22)	January 3
University Assembly	January 11

Regular Classes Begin	January 13
Last Day to Drop/Add Regular Classes	January 19
Spring Break (No regular classes)	March 7-11
Accelerated X4 Begins (2/28-4/28)	February 28
Summer and Fall 2022 Registrations	March 21
Last Day to Withdraw from Regular Courses	March 30
Easter Holiday (University Closed)	April 14-18
Last Day of Regular Classes	May 2
Final Examinations	May 3-7
Commencement	May 14

Summer 2022

<i>SUMMER SESSION</i>	May 9- August 15
Memorial Day (University Closed)	May 30
Independence Day (University Closed)	July 4
<i>SUMMER SESSION I</i>	May 16- June 27
Memorial Day (University Closed)	May 30
<i>SUMMER SESSION II</i>	June 30- August 15
Independence Day (University Closed)	July 4
Graduation- No Ceremony	August 16

ACCREDITATION

Accreditor	Year Last Accredited	# of Years	Degree/Program Name
MSCHE Middle States Commission on Higher Education https://www.msche.org/	2019	8	All
ACOTE Accreditation Council for Occupational Therapy Education https://acoteonline.org/	2019	7	MSOT
CCNE Commission on Collegiate Nursing Education https://www.ccneaccreditation.org	2016	5	BSN/ABSN, MSN, DNP, Post-Graduate APRN Certificate
CSWE Commission on Social Work Education https://www.cswe.org/	2020	4	BS Social Work
CoARC Commission on Accreditation for Respiratory Care https://coarc.com/	2018	10	AS Respiratory Care; BHS Respiratory Care
IACBE International Accreditation Council for Business Education https://iacbe.org/	2021	6	BS Accounting; Business Administration (Finance, Management, Marketing, Sports Mgmt); MBA
JRCERT	Jan 2019	8	BS, BHS, Radiation Therapy

Joint Review Committee on Education in Radiologic Technology https://www.jrcert.org/			<i>*Affiliate sites hold accreditation for BS in Radiologic Technology</i>
NAACLS The National Accreditation Agency for Clinical Laboratory Sciences 5600 North River Rd/ Suite 720; Rosemont, IL 60018-5119 https://www.naacls.org/about.aspx	*	*	<i>*Affiliate sites hold accreditation for the BS in Medical Laboratory Science</i>
PDE Pennsylvania Department of Education – Approved Teacher Preparation Programs https://www.education.pa.gov/Educators/Certification/BecomeAnEducator/Pages/ACPAll.aspx	*	*	Programs leading to Degrees with Certification; Programs leading to Certification Only

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DEFINITIONS of TERMS

Program Type

Term Program --Typical characteristics of these programs include: Courses begin and end according to a semester-based, academic schedule (e.g. August-December for FALL; January-May for SPRING; May-August for SUMMER)

Non-Term Program--Typical characteristics of these programs include: Courses begin and end independently of any term structure. **Non-Term Programs**--Typical characteristics of these programs include: Courses begin and end independently of any term structure. Courses may overlap, extend, or accelerate, involve multiple start dates, and courses and/or modules may be of unequal lengths

Program Modality

Online Program--50 percent or more of the program is offered via courses using online technologies in order to deliver instruction to students who are separated from the instructors. Regular and substantive interaction between the students and the instructor occurs either synchronously and/or asynchronously. (Note: 50 percent applies to all of the requirements of the program including general education and core curriculum courses.)

On-ground Program--The majority of the instruction is to students through on-ground, face-to-face meetings with the flexibility for instruction in other modalities.

Hybrid Program--The program is offered via a blended combination of online and on ground classroom instruction, with no more than 50% of the coursework being offered online.

Course Modality

Online Course --In an online course, all course activity occurs through online technologies in order to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, synchronously and asynchronously. Typically, there are no required face-to-face instructional sessions in an online course, with the exception of on-site hours as required by select courses, clinicals or practicums. All online courses meet for the required number of instructional hours through the documentation of 14 hours of *Alternative Instructional Equivalencies* per credit hour (i.e., 42 hours for a three-credit course, 56 hours for a four-credit course, etc.).

Hybrid Course--In a hybrid course, course activities include a blend of online and face-to-face instruction methods. Hybrid courses deliver instruction to students through on-ground meetings, for a minimum of 50% of the required number of instructional hours, with the remaining percentage of the instructional hours documented through the assessment of online course activities. The total instructional hours for hybrid courses consist of the combination of face-to-face, on-ground instruction hours and online course activities (documented as *Alternative Instructional Equivalencies*). All hybrid courses meet requirements of 14 instructional hours per credit hour (42 hours for a three-credit course, 56 hours for a four-credit course, etc.). *NOTE: Courses offered in this blended format—in which some instruction is face-to-face, and some is delivered in a distance education format—are not considered distance education courses under the HEOA.*

On-ground Course--In an on-ground course, instruction is delivered to students through on-ground, face-to-face meetings for 100% of the required number of instructional hours.

Student Type

Full Time Student--Term programs: Undergraduate students taking 12 or more credits, Graduate students taking 9 or more credits. Non-Term programs: all students taking courses which are part of their degree requirements.

Part Time Student--Term programs: Undergraduate students taking less than 12 credits, Graduate students taking less than 9 credits. Non-Term programs: students taking courses outside of their degree requirements.

Other Common Terms

Remote Learning-- More than 50% of the class or program is synchronous, although there may be some asynchronous components as well.

Synchronous--Face to face instruction is achieved through real-time, two-way audiovisual technology.

Asynchronous-- Instruction and coursework takes place at a time that best suits your schedule, as long as you meet assignment deadlines and requirements.

Drop and Withdrawal – Dropping a course removes the course from the student’s transcript. Withdrawing from a course keeps the course on the student’s transcript with a “W” grade.

Title IV / Financial Aid--The Title IV section of the Higher Education Act of 1965 is a legislative document signed into law on November 8, 1965, to provide educational resources to colleges and universities and financial assistance to students attending these institutions.

FAFSA--The Free Application for Federal Student Aid is an application is free of charge and used to establish a financial aid record for a particular aid year. Students who would like to receive Title IV funding must complete the application at studentaid.gov.

Financial Aid Verification—This federal regulatory process requires the Financial Aid Office to validate the income and housing information noted on the FAFSA. During this process, the student must submit various documents to confirm the data noted on the FAFSA. The Financial Aid Office will follow up directly with the student to complete this process.

R2T4 (Return to Title IV)--This federal regulatory process examines federal aid eligibility, federal aid received at time of withdrawal, withdrawal date, and period of enrollment/payment period to determine what aid a student who withdraws from the University can retain on their student account. During this process, a student’s aid may be reduced and returned to the federal government in spite of any refunds being previously received by the student.

ACADEMIC POLICIES

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Academic Integrity

Statement: Academic honesty is fundamental to the quest for truth, which is deeply rooted in our core values at Gwynedd Mercy University. The University highly values academic integrity and expects that each student will conduct his or her academic life in accordance with this expectation. Violations of this core value are considered serious offenses. Violations may include, but are not limited to, the following: cheating on an assignment, quiz, test or examination; falsifying data; grade alteration; deception to avoid meeting course requirements; plagiarism in any form; or assisting another student in cheating or plagiarizing, or receiving such aid.

Violations of the Academic Integrity Policy

Cheating: is any action that uses or provides unauthorized assistance or material during an academic exercise. This may include, but is not limited to:

1. Copying or offering unauthorized assistance on tests, quizzes, examinations, reports, papers or research.
2. Submission of the same paper or report for more than one course and/or at more than one institution without prior approval of both instructors.
3. Deception to avoid meeting course requirements.
4. Externally posting, through the internet or other electronic sources, any course-related materials developed by faculty, staff or students.

Fabrication: is the falsification or invention of any information or citation in an academic exercise. This may include, but is not limited to: grade alteration, research papers, assignments, lab reports, clinical assignments, and any other data gathering efforts.

Plagiarism: is to present the words or ideas of another person as one's own. Any assignment (e.g. written, oral, poster) or computer program (e.g. presentations, power points, web pages) acquired in part or in whole from any source and submitted as one's own original work shall be considered plagiarism. Plagiarism also includes, but is not limited to:

1. The quotation or other use of another person's words, ideas, logic, opinions, thoughts, or theories without use of quotation marks and acknowledgment of the source;
2. The paraphrasing of another person's words, ideas, logic, opinions, thoughts, or theories without acknowledgment of the source;
3. The quotation or other use of facts, statistics, or other data or materials that are not clearly common knowledge without acknowledgment of the source;
4. Copying or purchasing all or any portion of another's academic, research, or creative work—even with the creator's knowledge and permission—and submitting it, in part or in its entirety, as one's own. This includes material available through the Internet or other electronic sources and any material which has been copyrighted. Students are hereby advised that when such material has been copyrighted, its unauthorized use constitutes not only a breach of academic integrity, but also a violation of law that could lead to civil or criminal penalties.

Denying Others Access to Information: is any behavior that denies access to scholarly resources or to deliberately impede the process of other students' success. This may include, but is not limited to: stealing,

hiding or defacing books, journals or media; misrepresentation of identity; falsification of official University records or communications; alteration or destruction of course material, including web-based.

Collusion: involves the cooperation of students with faculty or staff personnel in securing any course-related materials; cooperative efforts by students and student assistants to gain or allow access to any course-related materials for distribution; assisting in or contributing to the academic dishonesty of another individual; and seeking, obtaining, possessing, or giving to another person an examination or portions of an examination (not yet given), without permission of the instructor.

Sanctions

In congruence with the mission and core values of Gwynedd Mercy University, faculty should teach ethical behavior, confront and report academic dishonesty, and provide sanctions based on the severity and frequency of violations of the Academic Integrity Policy. The determination of academic dishonesty and the determination of the severity of the sanction is the responsibility and purview of each faculty member.

The Office of Academic Affairs is identified as the repository for reports of violations of academic integrity. Because multiple violations can lead to different consequences, it is important that one office be charged with receiving the reports and determining the number of times a student has been cited with a violation. Each faculty member has a right to use his or her discretion in determining if an action is in fact a violation of the policy. However, if any sanction is taken, the violation and the sanction imposed must be reported via Maxient to the Provost and Vice President for Academic Affairs.

Sanction Scale:

1. Written warning;
2. Sanction other than those listed (additional assignments, additional tests, etc.);
3. Zero credit for the test or assignment;
4. Failure of Course (receives an F);
5. Written warning from the Dean of Student Success
6. Suspension from the University (minimum 1 semester, maximum 2 semesters);
7. Dismissal from the University.

Sanctions 1-4 can be enacted at the discretion of the faculty member. A report of the warning or a notice that sanctions 1-4 have been imposed is sent to the Assistant Dean of the School that offers the course via submission through Maxient. The report should also include a description of the violations and the date the faculty member became aware of the violation. The report must detail the conversation the faculty member had with the student. If a student cannot be reached, the faculty member should note the date of attempted outreach. The faculty member should file the completed report within 10 calendar days of discovering the violation. Violation reports are sent to the Office of Academic Affairs, the Assistant Dean of the School that offers the course, the Dean of Students, the student, and the student's Academic Advisor.

A student's first offense is handled at the course level by the faculty member. However, in severe instances, sanctions 5, 6, or 7 may be imposed. If appropriate, the Dean of Student Success will send the written warning (sanction 5) and copy the Dean of the student's school and the student's Academic Advisor. If warranted, the Dean of Student Success will recommend to the Provost that the student be suspended or dismissed from the University (sanctions 6 and 7). Notification of suspension or dismissal will be sent from the Provost with a copy to the Dean of the student's school and the student's Academic Advisor.

If a second offense is reported, the Dean of Student Success will issue the written warning (Sanction 5) and copy the Dean of the student's school and the student's Academic Advisor. If the severity of the second offense warrants, or for any subsequent offenses, the Dean of Student Success will recommend to the Provost that the student be suspended or dismissed from the University (sanctions 6 and 7). Notification of suspension or dismissal will be sent from the Provost with a copy to the Dean of the student's school and the student's Academic Advisor.

Students are to be notified that sanctions 5, 6, or 7 have been imposed within 14 calendar days of the violation being reported in Maxient and will meet with the Dean of Student Success.

Faculty will refer to the Academic Integrity Policy in their syllabi, will outline the sanctions they will impose for violations, and will remind students that all violations and sanctions will be reported to the administration via Maxient.

Appeal Process

A student may appeal a faculty member's report of a violation of the Academic Integrity Policy. A student may not appeal decisions or sanctions imposed by the Provost and Vice President for Academic Affairs.

To appeal a report of a violation of the Academic Integrity Policy: Within 7 calendar days of being made aware of the report of violation by the faculty member, the student will send a written appeal, outlining why he or she believes the report is incorrect, to the Assistant Dean of the School that offers the course. Note: if the faculty member reporting the violation is also the Assistant Dean of the School offering the course, the student should send the appeal to the Dean of the School.

The Assistant Dean who hears the appeal is responsible for the following actions:

- Review the report of violation and the student appeal.
- At their discretion, meet individually with the parties involved.
- Within ten (10) calendar days of receiving the student appeal, send written notice of the outcome of the appeal to the Office of Academic Affairs, the student and the faculty member originating the report of violation of the Academic Integrity Policy.

If the Assistant Dean finds the report of violation correct, the records and sanctions stand. If the Assistant Dean finds that the report of violation is incorrect, the report will be removed from the Office of the Provost and Vice President for Academic Affairs' files and the sanction removed.

If the student wishes to appeal the decision of the Assistant Dean, they must submit a written appeal, outlining why the finding is incorrect, to the Dean that offers the course within seven (7) calendar days of the notice from the Assistant Dean regarding the initial appeal. The Dean will then uphold or overturn the report of violation. If the finding is upheld, the records will be retained. If the report is overturned, all records regarding the incident will be removed from the student's records. Written notice of the outcome of the appeal is to be sent to the Office of Academic Affairs, the Assistant Dean of the school offering the course, the student, and the faculty member originating the report of violation of the Academic Integrity Policy within ten (10) days of receiving the appeal.

- If the student wishes to appeal the decision of the Dean, a written appeal, outlining why the finding is incorrect is to be sent to the Provost and Vice President for Academic Affairs within seven (7) calendar days of the notice from the Dean regarding the initial appeal. The Provost and VPAA will then uphold or overturn the report of violation. If the finding is upheld, the records will be retained.

If the report is overturned, all records regarding the incident will be removed from the student's records. Written notice of the outcome of the appeal is to be sent to the Dean, Assistant Dean of the school offering the course, the student and the faculty member originating the report of violation of the Academic Integrity Policy within ten (10) days of receiving the appeal.

The decision of the Provost and Vice President for Academic Affairs is final and may not be appealed.

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Attendance

Absence Due to Athletic Contests

Every student at Gwynedd Mercy University has a responsibility to attend classes regularly. However, as representatives of Gwynedd Mercy University, our student-athletes are excused from class attendance in order to participate in contractually obligated intercollegiate athletic competition. As such, they provide recognition and value to the University community. However, in order for student-athletes to be excused from class, the following stipulations must be met:

1. The Director of Athletics will post a link to the Athletics homepage on the Gwynedd Mercy University website at the beginning of each semester, so faculty may access the roster and current game schedule of each sports team associated with the University.
2. Student-athletes are responsible for providing each of their course instructors with a schedule of competition dates and times at the beginning of the semester. Should contest dates be added or changed once the schedule is printed, it is the responsibility of the student-athletes to provide an amended schedule to their course instructors as soon as the additional dates and times are available.
3. In the case of schedules that may be altered due to inclement weather, it is the responsibility of the student-athlete to notify the professor of the change, as soon as the revised dates and times are available from the Athletic Department.
4. Student-athletes are advised to meet with the instructor in advance and determine a plan to satisfy the course requirements for the time the student-athlete is likely to miss. At that meeting, the instructor and student will complete an Intercollegiate Athletic Participation Class Absence Form. The instructor will decide the appropriate assignment to compensate for the missed classroom time. This assignment shall not be in excess of the subject matter covered during the student-athlete's absence, according to the syllabus. Clinical experiences, student-teaching days, internships and practicum days, and science labs are not covered by this policy and cannot be missed unless an agreement is reached between the student-athlete and the faculty member.

Student-athletes are responsible for submitting completed Intercollegiate Athletic Participation Class Absence Forms to the Department of Athletics. Should a contest conflict with an exam or other graded in-class activity, the student-athlete must meet with the course instructor to establish an alternative method and/or date for testing/assessment.

As per NCAA regulation, student-athletes are not excused from class for practice or to play in a nontraditional-season contest. Students who do not comply with the policy have no recourse for exceptions to attendance policies listed in the course syllabus. The Director of Athletics is available to answer questions and assist in the coordination and implementation of this policy.

Attendance Policies for Accelerated Non-Term Programs of Study

The pace of an accelerated degree program requires students to maximize opportunities to learn. The classes and out-of-class learning activities provide the primary context for instruction as well as learning. The University believes that in order to learn from faculty instruction and from one another, students must participate in all learning opportunities and be present at all classes and submit all out-of-class weekly assessable learning activities. Missing a class or failure to submit a weekly assessable learning activity cannot be “made up.” The policy is intended to encourage students to make choices that support their educational goals.

Definition of attendance for Courses in an Online Non-Term Program

Students are considered present for the week if they post to a discussion forum or submit any assignment or other deliverable via Blackboard/Canvas during the instructional week (Monday-Sunday). Failure to actively engage in the course by posting to discussion forums or submitting assignments will result in an official absence.

If a student is absent and has not submitted coursework for any 2 consecutive class sessions (putting student out of program attendance for 14 days), then the student will be administratively withdrawn from the student’s current course and earn the grade of “WA”. Additionally, the student will be dropped from all future courses and administratively withdrawn from the program unless attending a concurrent course.

If a new student is absent and not submitted for the first 2 class sessions of their very first program course, then the student will be dropped from the course and all future courses. Since this student does not have a University transcript, they are considered “never enrolled”. If a student is taking more than one course at a time and he/she is not out of overall program attendance, then only an administrative course withdrawal may be necessary.

If a student is absent for non-consecutive class sessions, then the student will earn a final grade from instructor based on the course policy.

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Choice of Major

Incoming students may request a major or choose University Studies. Retention in a program is contingent upon satisfactory progress. Refer to Program policy within each School. The University strongly suggests that University Studies students declare a major no later than the completion of 60 earned credits. Students who have more than 60 credits may be enrolled in the University Studies program for no more than two consecutive semesters before declaring a major. If, after two semesters in University Studies, a student is not accepted into a major, the student may continue only as a non-matriculated, part-time student.

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Course Changes**Course Add and Course Drop—Term Programs**

A student who desires to change a course or section may do so within the drop/add period of each semester/session (See “Academic Year” section for deadlines). Students should drop/add online via Colleague Self-Service, or they may complete the “Add/Drop” form and submit it to the Campbell Solution Center. Forms can be found on the Registrar’s Office website. No student may enter a course after the end of the drop/add period except by permission of their advisor and Dean of the School in which the course is

offered, and the submission of a drop/add form. Students cannot simply stop attending a class and expect to be dropped.

Course Add and Course Drop—Accelerated or Non-Term Programs

The pace of an accelerated degree program requires students to maximize opportunities to learn. Any breaks in attendance or schedule changes may change the student's expected completion and graduation date and may impact financial processing of the student's account. These policies are intended to encourage students to make choices that support their educational goals and to remain compliant with Title IV Federal Regulations.

Students must discuss all potential schedule changes with their Academic Advisor, the Financial Aid Office (if applicable), and the Bursar to ensure appropriate schedule and fund adjustments.

Adding an Accelerated or Non-Term Course

Students must submit their requested course(s) to be added using Self-Service or the student can submit a completed Course Add form to their Academic Advisor. Students submitting their course add request(s) online through Self-Service are responsible for registering for the course(s) upon Advisor approval. Submitting a course for Advisor Review does not equate to registration. The registration deadline for adding a course will be enforced. To make sure the student is prepared for the course, the student must register in Self-Service or submit a completed Course Add form or signed Individual Plan one week before the course begins. All email requests must come from the student's GMERCYU email. Students will not be permitted to take more than 1 course at a time unless they meet stated criteria (*see Concurrent Enrollment Policy* for details). If a student has a HOLD on their account, they will be prevented from completing registration in Self-Service until the hold is resolved. Course add requests submitted by Course Add form or signed Individual Plan will be denied until the hold is resolved, and student will be informed via GMERCYU email.

Dropping an Accelerated or Non-Term Online Course

Students must complete course drop request in Self-Service or submit a Course Drop form to their Academic Advisor prior to 11:59pm EST on the Monday of the first week; all email requests must come from the student's GMERCYU email. If a request is made to drop a course after the Monday of the first week at 11:59pm EST, it will be treated as a WITHDRAWAL (*see Withdrawing from an Accelerated Course*).

1 week drop grace period for *new* students: A new student must communicate to their Academic Advisor via GMERCYU email during the 1st week of their 1st course (prior to the 2nd Monday at 11:59pm EST) if they no longer wish to be enrolled in their program.

Course Load- Term Programs

A full-time student carries a minimum of 12 semester credit hours. Students with a minimum 3.0 cumulative average may carry a maximum of 18 credit hours. A student who wishes to attempt more than 18 credit hours must obtain the written permission of the Dean of their school. (See expenses)

Concurrent Enrollment Policy for Non-Term Programs

Because of the intensive nature of the University's accelerated courses, concurrent enrollment in courses at the University or another institution while enrolled in accelerated courses at GMercyU is highly discouraged. However, under certain circumstances and on a case-by-case basis, students may request approval to concurrently enroll in a second course. Written permission from the Program Director and the Dean is required in order to enroll concurrently in more than two courses. Concurrent or overlapping enrollment in two courses is prohibited for new students or students on Academic Probation.

In order to request taking two concurrent courses ("doubling-up") an undergraduate student must meet the following criteria:

- Must successfully complete, with a 3.0 or above, six credits in an accelerated program
- Must earn a C or better in all major courses
- Students must earn a C or better in both enrolled courses or they will not be permitted to double up again any time during that academic year
- Undergraduate students enrolled in Non-Term Programs are not allowed to enroll in a Gwynedd Mercy University signature course or capstone course and another course at the same time

Repeated Courses

Students must refer to their respective Program guidelines regarding repeated courses and maintaining eligibility in their major. Students may repeat a course required in their major curriculum, or a prerequisite for each course in their major only once. Failure to meet the minimum grade requirement for the repeated course may result in program dismissal. Credit is earned only once. Both grades are recorded on the transcript. The lower grade is flagged with parentheses {}, and the higher grade noted with an asterisk {*}. Only the higher grade's quality points are used to calculate the grade point average.

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Change of Major

Students who would like to change their major must complete a Change of Major/Minor form and submit it to the Registrar's Office, with all required signatures, by the deadline published on the form. Forms can be obtained through the student's advisor and are also found on the Registrar's Office website. Change of Major forms received before the end of the drop/add period will be processed immediately. Change of major forms received after the drop/add period are normally processed when received by the Registrar's Office, except for students going into or leaving the Frances M. Maguire School of Nursing and Health Professions and students switching between term and non-term programs. Matriculated students may apply only once to the Nursing Program. University Studies students must apply in April of their First-Year for the Nursing program. University students seeking to change majors to Occupational Science must submit an internal change of major application to the Program Director between April 1 and May 1st. Students switching between term and non-term programs must contact the Office of Financial Aid to discuss the financial impact on this decision prior to submitting a Change of Major/Minor form.

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Academic Progress (All Programs)

Gwynedd Mercy University is dedicated to the academic progress of every student. To be considered in "good academic standing" the following criteria must be met:

- Students whose total credits (transferred and earned) are 30 or fewer must maintain a minimum cumulative grade point average of 1.80.
- Students whose total credits (transferred and earned) are greater than 30 must maintain a minimum cumulative grade point average of 2.00.
- Students should refer to individual School academic progress policies for any additional academic requirements.
- The computation of the cumulative grade point average does not include challenge examinations, CLEP, Prior Learning Experience (PLA), developmental courses, or transfer credits. Only credits earned at Gwynedd Mercy University are included in the computation of the cumulative grade point average.

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Academic Probation and Dismissal**Term Programs**

A full-time or part-time student enrolled in a term program whose cumulative grade point average falls below the required minimum (see description under “Academic Progress”) during either the Fall or Spring semester will be placed on University academic probation for the next full-time semester (either Fall or Spring).

Students will be notified in writing if they are on University academic probation by the Office of Academic Affairs after a review by the Dean’s Council. Students on academic probation will be permitted to register for a maximum of 14 credits. A student on probation is not in good academic standing and is, therefore, not eligible to participate in major extracurricular activities, including intercollegiate athletics.

By the conclusion of the probationary semester, students are expected to have achieved the minimum acceptable cumulative grade point average. Otherwise, they will be academically dismissed from the University by the Vice President for Academic Affairs. An exception for one additional semester of academic probation may be granted to students who demonstrate significant academic progress, as determined.

If, at any time, a full- time or part-time student’s cumulative GPA falls below 1.0, they are subject to immediate dismissal. Students who receive notification of dismissal from Gwynedd Mercy University may be given the option to appeal on the basis of extenuating circumstances. The appeal must be in writing, should outline the reasons for the student’s poor academic performance and the strategies the student will use to improve their academic standing, and must be submitted by the date stipulated in the dismissal letter. The appeal is directed to the Vice President for Academic Affairs who will present it to the Appeals Committee consisting of the Dean’s Council, the Dean of Students, and appropriate faculty and staff. The Appeals Committee will review the appeal and determine, based on the likelihood a student can achieve good academic standing the next semester, whether the student may return to Gwynedd. If a student is readmitted, they will return on probationary status, and the Appeals Committee reserves the right to set conditions on which the student may return. These conditions may include, but are not limited to, a reduced course load, a revised course schedule, mandatory meetings with an academic coach, and mandatory class attendance. Students are generally allowed only one opportunity for appeal during their tenure at Gwynedd Mercy University.

Students who receive notification of dismissal without the right to appeal, or whose appeal is denied are immediately dismissed from the University. Dismissal is binding for one calendar year. After one year, students interested in returning to Gwynedd, may apply for readmission to the University. The School Dean will evaluate the readmission application for approval. Readmission is not guaranteed.

Accelerated and Non-Term Programs

Students who fall below 1.8 or 2.0 respectively of their total credits (transferred and earned) will be placed on Academic Probation for the following term (terms are defined as Fall, Spring and Summer). Students who do not bring their GPA above the minimum threshold by the completion of the following term may be academically dismissed. Students on academic probation may not concurrently enroll in more than a single course.

Undergraduate students enrolled in a non-term program who earn a grade of F in any course or a grade less than C in a required course within the major, regardless of cumulative GPA, will be subject to Academic

Warning. If the course in which the student earned an unsatisfactory grade is a curriculum requirement it must be repeated at the next available opportunity. Failure to pass a repeated course or earn a grade below a C in a repeated course within the major is grounds for dismissal. Dismissal is binding for one calendar year. After one year, students interested in returning to Gwynedd, may apply for readmission to the University. The School Dean will evaluate the readmission application for approval. Readmission is not guaranteed.

All Programs

Each degree program stipulates satisfactory minimum grades with regard to its own major and certain general education courses. See more specific details of program degree requirements in the course listing section of each academic area. Should a full- or part-time student fail to meet these program-specific grade requirements, the Dean of the School or Coordinator of the Program in which the student is matriculated may dismiss the student from the program. Students who are dismissed from their program of study under these conditions, but who have a satisfactory cumulative grade point average based on the University's policy of Academic Progress, may continue their studies (full or part time) if they are accepted into University Studies or another degree program by the Dean of that program.

Students who have more than 60 credits may be enrolled in the University Studies program for no more than two consecutive semesters before declaring a major. If, after two semesters in University Studies, a student is not accepted into a major, the student may continue as a non-matriculated, part-time student.

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Grade Appeals

If a student believes that his/her final grade is the product of the instructor's bias or caprice, rather than a judgment on the merits or demerits of his/her own academic performance, the student must follow the procedure described in this subsection. Bias is defined as the prejudice in favor of or against one thing, person, or group compared with another, usually in a way considered to be unfair. Caprice is defined as a sudden, impulsive and seemingly unmotivated notion or action. The burden of proof in the process shall be upon the student complainant.

Procedure

1. In most instances, a grade concern is handled by speaking with a faculty member. The student should initiate the complaint procedure by speaking first with the professor.
2. If the student has tried to resolve the matter but has not been able to meet with the instructor or professor, the student should present, in writing, an appeal within fourteen (14) calendar days of the grade report being mailed/posted on the web to the instructor of the course offered. This written appeal should include the specific reasons why the grade was a product of the instructor's bias or caprice, along with supporting documentation, and may be electronically sent.
3. The instructor must submit a written decision to the student within seven (7) calendar days.
4. If the instructor has not rendered their decision within the allotted time period, or the student is dissatisfied with the explanation that has been provided by the instructor, the student may appeal, in writing, to the Program Coordinator/Director within three (3) calendar days. The appeal must include all supporting documentation, in addition to the decision notification from the instructor.
5. The Program Coordinator/Director must submit a written decision to the student within seven (7) calendar days after receiving the written appeal and supporting documents.
6. In the event that the student does not feel there has been any resolution to the student's perception that a grade was biased or capricious, or the instructor is also the Program Coordinator/Director, the student may appeal to the Assistant Dean.

7. The appeal must be a formal, written request to the Assistant Dean. The appeal letter should include dates and summaries of all other meetings or attempted meetings. The summary should also include names of all parties including faculty, and the reason for the initial appeal of a grade. All supporting documentation must be included with the appeal letter, the summary of the meetings, and the chronology of dates.
8. The Assistant Dean must submit a written decision to the student within seven (7) calendar days after receiving the written appeal and supporting documents.
9. In the event that the student does not feel there has been any resolution to the student's perception that a grade was biased or capricious, the student may appeal, in writing, to the Provost/Vice President for Academic Affairs within seven (7) calendar days after receipt of the Assistant Dean's decision.
10. The written appeal must include all previous appeals and decision notifications, and any new supporting documents.
11. The Provost/Vice President for Academic Affairs may exercise the option to select a panel of three independent faculty members who will work with the Provost/Vice President for Academic Affairs to hear the student's case and assist the Provost/Vice President for Academic Affairs in development of resolution. The faculty member who is accused of bias or caprice will have an opportunity to present to the Provost/Vice President for Academic Affairs a verbal analysis of the facts of the case accompanied by relevant documentation. The Provost/Vice President for Academic Affairs will submit a decision in writing to the student within fourteen (14) calendar days.
12. If it is found that the final grade given was neither biased nor capricious, the case shall be dismissed. If it is found that the final grade was the result of bias or caprice, the faculty member and the Provost/Vice President for Academic Affairs will meet and reach consensus to resolve the dispute and award an appropriate final grade.
13. The decision rendered in the letter from the Provost/Vice President for Academic Affairs is final and may not be appealed.

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Grade Reports

Grade reports are available using the University's Self-Service online features at the end of each semester/session. If a student believes that an incorrect grade has been reported for a particular course the student must follow the Grade Appeal process in the Catalog.

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Grading System

A: 4.0	B-: 2.67	D+: 1.33	P: Pass, no quality points
A-: 3.67	C+: 2.33	D: 1.0	I: Incomplete (30 days)
B+: 3.33	C: 2.0	D-: 0.67	W: Withdraw
B: 3.0	C-: 1.67	F: 0.0	WA: Administrative Withdraw

The use of plus and minus indicates performance levels between those suggested by these characteristics.

A: Excellent (4 quality points per credit hour) The grade A reflects exceptional interest and mastery of subject matter; the student has displayed initiative and creativity, as well as superior insight in analyzing problems and synthesizing subject matter; he or she manifests exceptional ability in integrating and applying this knowledge to other disciplines.

B: Very Good (3 quality points per credit hour) The grade B evidences intelligent fulfillment of course requirements; the student has demonstrated a marked ability to communicate and apply

more than merely the basic elements of a course; his or her initiative reveals unusual ability to generalize about course material and displays a marked degree of independence.

C: Satisfactory (2 quality points per credit hour) The grade C indicates a satisfactory grasp of course content; the student can apply and express basic concepts intelligibly and has shown no measurable deficiency in meeting requirements of the course work. A grade of C-, or below is not acceptable in the major. (Refer to specific School requirements.)

D: Passing Grade (1 quality point per credit hour) The grade D indicates only passable achievement in course work and indicates areas of deficiency in basic course content; the student has fulfilled the minimum requirements of the course (Refer to specific School requirements.)

D-: Minimum Passing Grade (.67 quality point per credit hour) The grade D- indicates only a minimal passing achievement in course work and indicates areas of deficiency in basic course content, this student has fulfilled the absolute minimum requirements of the course, thus making a failing grade unwarranted (Refer to specific School requirements.)

F: Failure (0 quality points per credit hour) The grade F indicates deficiency in so many areas of a course that the student's understanding of the course content does not meet minimum requirements. The course must be repeated before credit can be obtained.

I: Incomplete Students may petition their instructor for an extension beyond the normally scheduled semester/session final examination because of illness or another serious reason (the nature of certain courses prohibits a grade of incomplete). If permission is granted, the instructor will submit a grade of "I". Instructors must complete the "Incomplete Grade Contract" and submit it to the appropriate Dean. Forms must be signed by both the instructor and the student. The work must be completed within 30 calendar days from the last day of the final examination period. Otherwise, a grade of "F" will be recorded. No extension will be granted beyond 30 days unless approved by the instructor and the Vice President for Academic Affairs prior to the end of the 30-day extension. If an extension is granted, the instructor must complete the "Incomplete Grade Extension" form, along with the student and submit it to the Vice President for Academic Affairs. This form can also be found on the Registrar's Office website. Once a final grade is achieved, the instructor will submit a "Change of Grade" form to the Office of Academic Affairs.

W: Withdrawn A grade of W is recorded for students who withdraw from a course by the published withdraw period with the permission of the Dean or advisor of their school. If a student ceases to attend class but does not officially withdraw, a grade of F will be recorded for that class. Please refer to the course withdrawal policies in this catalog for additional information.

P: Pass/Fail Courses Junior and senior students are permitted the option of electing a pass/fail grading in courses designated in their curriculum as "open elective." The conditions of the pass/fail policy are:

- The pass/fail is limited to junior and senior level students.
- The student may exercise his or her option in a course that would fill an open elective.
- The student declares his or her intent of the pass/fail option at registration or no later than the end of the semester/session drop/add period.
- The professor will be informed by the student that he or she has exercised the pass/fail option in the course.

The letter grade "P" is listed on the transcript but is not calculated in the quality point average. These credits are not included in the minimum 12 credits required for the Dean's List.

AU: Audit Courses may be audited with an advisor's consent. Such courses must be indicated with an AU in the credit hour column on the registration card. The student who has been granted audit status will not be responsible for the assignments or examinations required for the course. Although no credit or grade is received, the same tuition and fees are charged for an audit as for a credit

course. Alumni and senior citizens pay only the registration fee when auditing a class. Students are not permitted to change a status of a course from “audit” to “credit” or “credit” to “audit” after the end of the drop/add period.

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Instructional Hour

In general, students should expect to spend at least 3 hours of effort outside of class for every credit hour. For example, a 4-credit course will require at least 12 hours of student time each week (homework: 2 hours or more; reading and studying 6 ½ hours per week).

Federal regulations require that the university confirms all courses meet the required number of in-class instructional hours. For all undergraduate term programs and non-lab courses, Gwynedd Mercy University defines an “instructional hour” as a 50-minute session. While Gwynedd Mercy University is committed to an outcomes-based approach to curriculum and assessment in accordance with its accreditation by the Middle States Commission on Higher Education (MSCHE) and other program accrediting associations, it also complies with and endorses the requirements of the Pennsylvania Department of Education on what constitutes a semester credit hour of instruction (22 PA. Code Chapter 31-21-31.22). The standard states that “a semester hour represents a unit of curricular material that can normally be taught in a minimum of 14 hours of classroom instruction, plus outside preparation or the equivalent as determined by the faculty.” The institution also supports the federal regulations for credit hours as specified in the Higher Education Opportunity Act as: “One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time.”

At Gwynedd Mercy University, a three-credit course represents 42 hours of classroom instruction or its equivalent, not including final examination or homework as normally interpreted. The following guidelines are intended to assure compliance with the standard across the various course delivery formats offered by the institution, a consistency in when and how the equivalency is applied across formats, and the maximum opportunity for faculty to exercise academic freedom in meeting the extant standard while achieving the goals, objectives, and outcomes of the specific course.

Term Programs: Ordinarily, courses offered within a Term Program format will meet the 14 hours of classroom instruction per credit hour (i.e., 42 hours for a three-credit course, 56 hours for a four-credit course, etc.). However, if a class or classes in a course must be cancelled due, for example, to the closing of the University for Inclement Weather or the illness or other appropriate unavailability of the faculty member, then additional structured instructional activity (or activities) would be required to meet the equivalency standard. For example, if classroom instruction turns out to be 38 hours face-to-face, the faculty will determine the appropriate “out of classroom” instructional activities for the additional four hours required to meet the semester standard. Wherever possible, this contingency will be explained in the syllabus and documented accordingly.

Non-Term and Accelerated Programs: There are a number of outcome-based formats at the university in which instructional time is less than the 14 hours per one semester credit, but meet the equivalency standard set forth in the regulation. In these alternative formats, the instructional time and the additional outside of classroom alternative instructional activities (“*Alternative Equivalent Instruction*” or *A/E*) must meet the one semester credit hour per 14 hours’ classroom instruction or its equivalent as determined by the faculty (i.e., 42 hours for a three-credit course; 56 for a four-credit course, etc.). For example, if a three-credit course in a seven-week format meets face-to-face for 28 hours, an additional 14 hours of structured, alternative equivalent instruction activities (AIEs) are required; for a five-week course

that meets 20 hours face-to-face, an additional 22 hours of alternative equivalent instruction activities would be needed. Online courses require 42 hours of appropriate alternate equivalent online instruction activities to meet the minimum threshold. The syllabus for the course should reflect the type of AIE's to be utilized.

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Placement Assessment for Writing and Mathematics

**NOTE: Does not apply to students enrolled in 2nd Degree ABSN and Non -Term Programs*

To ensure that every student admitted to Gwynedd Mercy University is prepared to succeed in college-level courses, many of which require advanced writing and mathematics skills, the University requires that new first-year, transfer, and non-matriculated students take the Gwynedd Mercy University placement assessments for English and mathematics before registering for their first semester.

Students will have access to online placement assessments through Blackboard within one week of making their admission deposit. To access the assessments, go to <https://blackboard.gmercyyu.edu>, and login using your GMercyU credentials. The online placement assessments include objective questions in mathematics, as well as a written essay. The assessments are untimed, and retests are not permitted.

Students are exempt from taking the respective placement exam if they meet one of the following exemptions:

- A score of at least three (3) on the Princeton Advanced Placement Test in English (Language and Composition) and/or mathematics (Calculus or Statistics)
- If you took the SAT and received a score of at least 35 in the reading test and a 680 in the mathematics test
- Transfer credits for college-level English composition or college-level mathematics courses (earned grade of C or better) through the official acceptance of transfer credits by the Registrar's Office at Gwynedd Mercy University
- A score of 29 or higher on the English or mathematics ACT test

Students with documented disabilities who need accommodations, other than extended-time, should make their needs known to the Director of Tutoring Services and Placement Assessments at least a week prior to taking the assessments. Email placementtesting@gmercyyu.edu for further information.

Placement Assessment Results

Students will discuss their results with their advisors at the time of course registration. Students whose test results indicate that they can proceed with college-level writing courses may register for ENG 101 College English. Students whose test results indicate that they need to develop their writing skills must register for and successfully complete ENG 002 Developmental Writing before enrolling in ENG 101 College English.

Students whose mathematics scores indicate they are prepared for college-level mathematics may register for most courses that require mathematics skills; courses that require higher -level mathematic skills are identified by a course prerequisite. Students who do not meet the math level for their major or the pre-requisite level for a course, must take either MTH 002, Developmental Mathematics or MTH 003, Bridge to Mathematics (as determined by their advisor) before enrolling in college-level mathematics and other courses that have mathematics components.

If the placement assessment results indicate a need for a developmental course(s), the course(s) must be taken at Gwynedd Mercy University and may not be transferred in from another institution.

Students earn three credits for successful completion of ENG 002 Developmental Writing, and three credits for successful completion of MTH 002 Developmental Mathematics or MTH 003 Bridge to Mathematics. Those credits count toward financial aid requirements; however, the course grade of "P" is not computed into a student's grade point average. These credits do not count toward graduation.

Fall and Spring Semester Tuition for ENG002 Developmental Writing and MTH 002 Developmental Mathematics

Full-time students who must take ENG 002, Developmental Writing, and/or MTH 002, Developmental Mathematics or MTH003, Bridge to Mathematics, may enroll with no additional fees or tuition charges provided that their course load does not exceed 16 credits.

Inquiries

All questions concerning the English and mathematics placement assessments should be directed to the placementtesting@gmercyu.edu.

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Policy for Students Called to Military Service Obligation

Scope of Policy & Rationale: Gwynedd Mercy University is governed by federal and state law on the duties to and the rights of students who are members of the US Armed Forces, including the National Guard and the reserves, when they are temporarily unable to attend classes or have to suspend their studies due to service requirements. This policy is intended to conform fully to pertinent federal and state laws.

Policy

I. Extensive Absence or Withdrawal from courses for a military service obligation:

Students called to a military service obligation should contact the University Registrar. Each student has the following options:

1. If a student is called to a military service obligation for a period of two weeks or less, it will be considered an excused absence. Students should work with their instructors to make up any missed work or assignments. *If a student is reported with an excused absence for 2 consecutive weeks of a non-term course due to military service obligation, the student will not be administratively withdrawn.*

For any absences longer than two weeks, students will have the following options: .

- b. If the student wishes to drop a course prior to the official drop/add deadline, they may do so and receive a full refund.
- c. If the student wishes to drop a course after the official drop/add deadline, they may do so and receive a full refund.
- d. Receive an "Incomplete (I)" if eligible, according to university policy. If the student chooses this option, but is unable to fulfill the course completion requirement(s), regardless of the circumstances, the student cannot later choose option (a) or (b) above.

2. Students should provide advance written notice with supporting documents of their military service obligation to the University Registrar.

a.If unable to provide advance notice of the military service due to military necessity, students will submit at the time of reenrollment and attestation that the student performed service in the uniformed services that necessitated the student's absence from the institution.

II. Reenrollment for service members after a military service obligation:

1. Students will be promptly reenrolled with the same academic status when last in attendance or last admitted, subject to paragraphs 2 and 3 below. The University will make reasonable efforts at no extra cost to the students to help them become prepared or to enable the student to complete their program. However, if it is determined after reasonable efforts that any such student is unable to complete their program or resume their program at the point where they left off, Gwynedd Mercy University is not required to readmit the student upon their return.
2. Students will be promptly reenrolled if the cumulative length of the absence and of all previous absences by reason of service in the uniformed services does not exceed five years. Students whose previous absences cumulatively exceed five years are subject to the established reenrollment policy and procedures.
3. Students who seek reenrollment will provide the University Registrar with documentation to establish that the student has not exceeded the service limitation of total cumulative absence of five years.

III. Additional Services

Graduate students may have special problems resulting from a military service obligation, such as a maximum number of years permitted to complete a particular academic program. Graduate students who need an extension or adjustment to their programs due to military service obligations should contact their academic program director. Veterans' tuition benefits at Gwynedd Mercy are administered by the Office of Financial Aid.

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Religious Holidays

It is the policy of the University to respect the observance of major religious holidays. Where scheduling conflicts prove unavoidable, no student will be penalized because of religious reasons, and alternative means will be sought for satisfying the academic requirements involved.

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Withdrawal Policies

Withdrawal from a Course –in a Term Program

Students who desire to withdraw from one or more courses may do so within the course withdrawal period. Students who do not officially withdraw from a course will earn the appropriate grade based on the quality of their academic performance during the course and the grading policies within the course syllabus.

Any student who seeks to withdraw from courses within the course withdraw period must submit a Course Withdrawal form to the Registrar's Office. The Course Withdrawal form can be found in the Campbell Solution Center or on the Registrar's Office website. The deadline for course withdrawal is published each semester/session in the Academic Calendar (see "Academic Year") and may be obtained through the Registrar's Office, on the Registrar's website or in the Office of Academic Affairs.

Students who request a course withdrawal after the end of the withdrawal period must submit the Course Withdrawal form in addition to the appropriate documentation that supports their request to the School Dean for approval. Students are financially responsible for all courses from which they withdraw.

Withdrawal from an *Accelerated or Non-Term course*

- Students must submit a Course Withdrawal form to their Academic Advisor in order to initiate the withdrawal process.
- The student will receive a “W” grade and charges will be placed according to the Bursar’s Office Refund Policy.
- The deadline to withdraw from an online course varies depending on the length of the course. Please refer to the table below for Course Withdrawal deadlines:

Length of Course in Weeks	Course Withdrawal Deadline
15	Monday starting week 11 by 11:59pm EST
14	Monday starting week 10 by 11:59pm EST
10	Monday starting week 7 by 11:59pm EST
8	Monday starting week 6 by 11:59pm EST
7	Monday starting week 5 by 11:59pm EST
6	Monday starting week 4 by 11:59pm EST
5	Monday starting week 3 by 11:59pm EST
3	Monday starting week 2 by 11:59pm EST

1. If request is submitted after the policy deadline, withdrawal request will be denied. The student will be informed via GMERCYU email and a final grade for the course will be submitted by instructor.
2. All email requests must come from the student’s GMERCYU email.

Course Withdrawal Refund Policy—*Accelerated or Non-Term Courses*

Refund Policy	
Prior to 11:59pm EST 1st Monday of class	100%
Prior to 11:59pm EST 2nd Monday of class	90%
After 11:59pm EST 2nd Monday of class	0%

There is no refund for unauthorized withdrawal. The date of withdrawal is determined from the time the appropriate office receives the withdrawal form.

SEE ACADEMIC PROGRAM for additional Course Withdrawal Policies

Repeated Withdrawals

Students must refer to their respective School’s guidelines regarding course withdrawals. Students may withdraw only once from each course required in their major curriculum, or each pre-requisite for a major course. A second withdrawal from any required or prerequisite course may result in program dismissal.

Withdrawal from the University

All students who wish to withdraw from the University must complete a University Withdrawal form (there are separate forms for Term and Non-Term programs) and submit to the Dean of their School for approval. Students must understand that a withdrawal is a permanent decision. Students who withdraw from the University will need to re-apply to the University should they wish to return after one calendar year. Once the course begins, students are financially responsible for all courses from which they withdraw. If applicable, the official date when a student withdraws from the university (designated by the date the student notifies the university of the decision to withdraw) is the basis to determine refunds or tuition adjustment.

Students who request a complete withdrawal from the University after the end of the withdrawal period must submit the University Withdrawal form/Program Withdrawal form with appropriate documentation that supports their request to their School Dean. The final decision will be made by the Provost and Vice President for Academic Affairs in consultation with the School Dean.

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ACADEMIC SUPPORT

NOTE: For information on STUDENT SERVICES and CAMPUS LIFE refer to the GMercyU Student Handbook

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Keiss Library

The Keiss Library provides students with the resources and assistance they need to be successful. Resources include book and audiovisual collections, access to over 32,000 full-text electronic journals through subscription databases, as well as access to over 150,000 electronic books. Professional librarians are available during all library hours to help students use the available resources. Instruction is given to both individuals and to classes.

The library webpage (GMercyU.edu/library) provides access to the library's catalog, full-text online resources, selected websites, and information about library hours and policies. All resources can be accessed from any available internet connection. Those users off-campus are required to log-in using their GMercyU network username and password in order to access the databases and newspapers.

The Gwynedd Mercy University librarians staff the reference desk whenever the library is open and are available to assist users in developing research strategies, using online resources and general reference. Assistance is also available during library hours via text message, chat, email and telephone. When the library is closed, reference assistance is available 24/7 via a link to AskHerePA.

A current GMercyU student ID is required to borrow materials. Students may print from computers in the library. Each student is allotted 300 free prints per semester; if needed, additional prints may be purchased at the Campbell Solution Center. Student IDs will be bar-coded the first time they are used. Books and audiobooks circulate for three weeks to students. Videos of feature films circulate for seven days. Reserve materials and media from the Faculty Media Collection must be used in the library. Arrangements can be made for use of non-circulating media for class presentations. Contact the library circulation desk at ext21474 for assistance.

The Library is fully wireless. Students bringing their own laptops can connect to the campus network. In addition, laptops are available for use in the library and may be borrowed using a current GMercyU ID. Lost or damaged laptops (or any laptop peripherals) will be billed at replacement cost.

SEPCHE member libraries provide borrowing privileges to the students, faculty, and staff of all eight SEPCHE institutions: Arcadia University, Cabrini College, Chestnut Hill College, Gwynedd Mercy University, Holy Family University, Immaculata University, Neumann University, and Rosemont College. A current GMercyU ID is all that is required to borrow from any SEPCHE library. The SEPCHE collaboration makes available nearly a million volumes, scores of electronic databases, and several special collections on various subjects. Library hours at SEPCHE schools vary, but professional librarians are generally available to assist users. The holdings of all SEPCHE libraries can be searched using WorldCAT from the library webpage.

Through its membership in other consortia, Keiss Library and Learning Commons can either borrow needed materials from another library or can give a student a letter of introduction that will allow direct borrowing from more than 40 other academic libraries in the Philadelphia area. Contact the library circulation desk at ext. 21474 for more information about these services. The library has a book scanner and photocopier available for student use. There is no charge for using the book scanner, but photocopies are 15 cents per page.

For assistance or more information, call 215-646-7300 ext. 21474 (Circulation Desk) or 215-646-7300 ext. 21484 (Reference Desk), Text/SMS 215-642-0918 or check the library webpage at GMercyU.edu/library.

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Student Success Center

The Student Success Center (formerly the Academic Resource Center), located in the Keiss Library, provides academic and professional support for Gwynedd Mercy University students. The Student Success Center houses the following departments: the Office Academic Advising and Academic Coaching, the Career Development Center, the Office of Tutoring Services and Placement Assessments, the Office of Accessibility Services, and the First-Year Experience program.

Professional academic advisors for term programs work with University Studies students, as well as those students considering a change of major. Students enrolled in non-term programs will have an assigned professional academic advisor determined by their program of study. The professional academic advisors guide students through selecting appropriate courses, creating individual academic plans, and exploring academic interests and programs. In addition, they introduce students to the many helpful campus resources designed to support their learning. For an appointment or further information about the Student Success Center and its services, email studentsuccess@gmercyu.edu.

The Office of Accessibility Services assists students with a qualified disability in meeting their academic and personal goals. Within the bounds of our resources, Gwynedd Mercy University will provide reasonable accommodations to meet the challenges and needs of students with a qualified disability. For information about accessibility services and testing accommodations, email accessibilityservices@gmercyu.edu. See *Accessibility Services*.

The Career Development Center supports students with their career goals and empowers and equips students to transition from college to career. To schedule an appointment and learn more information, email CD@gmercyu.edu

The Office of Tutoring Services offers undergraduate peer tutorials for individuals and small groups, as well as academic workshops and mathematics modules. In-person and online tutoring are available through current peer and professional tutors, as well as through a third-party vendor. The online tutoring service provides tutoring in a variety of subjects, as well as a Writing Center. Tutoring is available in most academic subjects. Students can choose a live session or may choose to schedule an appointment with a tutor. Tutoring availability varies by subject, but all subjects have some evening and weekend availability. The Writing Center offers review and feedback on papers. Email studentsuccess@gmercyu.edu for details.

See *Placement Assessments for Writing and Mathematics for details*. For information regarding the University's English and mathematics placement assessments, email placementtesting@gmercyu.edu for new students.

The First-Year Experience (FYE) program includes two courses designed to introduce students to the University's founding and mission, skills for academic success, and University resources and engagement opportunities. See *First-Year Experience Program for more information*.

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Academic/Retention Alert

The University employs electronic academic alert systems to notify students who may be or become academically at-risk. Students will be notified electronically if one of their faculty members submits an academic/retention alert.

605U

Accessibility Services

Gwynedd Mercy University intends for all students accepted into an academic program to have equal access and opportunity to effectively reach their academic and personal goals. Within the bounds of its resources, Gwynedd Mercy University will provide reasonable accommodations to meet the challenges and needs of students with a qualified disability. The Office of Accessibility Services works to coordinate with faculty, staff and administration to meet the needs of students who have a qualified disability. In addition, Gwynedd Mercy University regularly convenes a University wide Accessibility Awareness Committee dedicated to identifying barriers of accessibility that prohibit persons with disabilities from experiencing equal access to educational opportunities at Gwynedd Mercy University.

At the time of a student's acceptance to Gwynedd Mercy University, or anytime thereafter, a request can be made for accommodations pertaining to learning, psychological, and/or physical disabilities. This request must be made by the student directly to the Director of Accessibility Services. Requests must be made by the student to the Director in person, by email, or by receipt of the GMercyU Accommodation Application. Other forms of contact such as phone calls or disclosure to other University staff or faculty are not recognized as requests for accommodations. A student who self- identifies as having a disability and requests accommodations is responsible for submitting appropriate documentation and following the procedures as listed on the Accessibility Support web page [here](#). No accommodation can be made by Gwynedd Mercy University without completing this process.

All information provided to the Director of Accessibility Services is, in accordance with FERPA, confidential. It is important to allow sufficient time for administrative processing of the application. The accommodation process may take up to six weeks for completion. In addition, accommodation requests are assessed on a case-by-case basis and the accommodations are based on each student's individual and unique needs.

For additional information, visit the University's Accessibility Services web page:

www.gmercyu.edu/students/disabilitysupport

Staff and location:

Staff: Brandi Crawford, Director of Accessibility Services 215-646-7300, extension 21014

crawford.b@gmercyu.edu

Location: Student Success Center, Keiss Library, 2nd Floor

Accessibility Services Grievance Procedure

Grievances falling under the scope of Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990, and the ADA Amendment Act of 2008 should be made according to the following procedure. This procedure is applicable only to students who have previously registered with Accessibility Services, regardless of their experience in the classroom to date. A student who has a grievance/concern regarding their disability status, accommodations/modifications or lack thereof, the “reasonableness” presented by the University, or any decisions based on their presentation by faculty, staff or a department; or has been subjected to discrimination or harassment on the basis of disability should first contact the Director of Accessibility Services. The Director may be able to assist in the informal resolution of the issue, and/or serve as a liaison to the faculty/staff member or department. In instances which directly involve the Director as an integral party to the grievance/concern, the student should contact the Dean of Student Success for attempts at informal mediation/negotiation. To increase the likelihood of successful resolution, such processes must be initiated at the time of conflict. If the student is not satisfied with the outcome of this process, they may proceed to a Formal Complaint.

Retaliation against anyone who files a grievance or cooperates in the investigation or a grievance is prohibited.

Formal Complaint: A student may choose this option if attempts at prior resolution have been unsuccessful.

A signed, written summary of events must be submitted to the Dean of Student Success within 30 days of the initiation of the grievance process.

The summary should include the following:

- The specifics of the concern including any applicable sections of the above laws
- The steps already taken by the student to resolve the issue
- The outcomes of those steps
- The requested resolution to the concern

The Dean of Student Success will, as expeditiously as possible, present the complaint to a committee comprised of representatives from Health Services, Counseling Services, the academic program the student is pursuing or other faculty/staff on campus with relevant expertise, and Institutional Technology, for a full investigation. The Dean of Student Success may also include or consult with an external professional with expertise in disability support services and the presenting concern. Confidentiality will be maintained for everyone involved, in so far as possible.

Only those persons who have a “need to know” within the investigation and resolution of complaints are entitled to information regarding a complaint.

The Dean of Student Success may meet with the Director of Accessibility Services for a briefing on information relevant to the case. This communication may occur through a verbal account and/or through review of material documentation previously submitted to the Director, which shall then be permissible in the investigation process. A written report regarding findings will be provided by the committee to the complainant and any involved parties, if action is required on their part. The Dean of Student Success may wish to meet with the complainant to discuss alternate ways of meeting the student’s concern determined by the committee, if the requested resolution is not deemed appropriate and/or necessary.

If the student remains unsatisfied with the outcome, they may appeal to the Vice President of Academic Affairs/Provost with an updated version of the Summary of Events specifying the current area of discontent, for review.

If the student remains unsatisfied with the outcome, they may pursue other federal or state remedies. The above process should not be considered a pre-requisite to such external remedies. Students may opt to contact the [Office of Civil Rights](#).

ADMISSIONS

NOTE: SEE ACADEMIC PROGRAMS for Program-Specific Admissions Requirements and Procedures.

Admissions Requirements for Term Programs

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First-time Students, Term Programs

All applicants must submit the following:

Online application found at <https://www.gmercyu.edu/undergraduate-application>. Students may opt to submit the Common Application instead. Please submit only one application.

Evidence of high school graduation, which can be demonstrated through an official transcript or a copy of their General Educational Development (GED) test results or certificate. The high school transcript should show satisfactory completion of (or current enrollment in) at least 16 units in the following areas:

English 4 units
Mathematics 3 units
Science 3 units
History 1 unit

College preparatory electives 3 units

Gwynedd Mercy University is test-optional, which means students may apply with or without submitting scores from the ACT or SAT.

Students applying to the programs listed below who choose not to submit SAT or ACT test score also must:

- Submit one letter of recommendation from a teacher in a subject related to their desired major (e.g., a biology teacher if the student is seeking admission to GMercyU's Biology program)*
- Schedule an in-person or virtual interview with a member of the GMercyU Admissions team.
Accounting - CPA Track
Biology
Computer Information Science (CIS)
Education
Health Professions (Medical Laboratory Science, Occupational Science, Radiation Therapy, Radiologic Technology, Respiratory Care)
Nursing
Psychology
Social Work

Other applicants may be asked to submit an essay or personal statement and/or be asked to participate in an interview during the application review process.

*Letters of Recommendation are not required for other programs but are recommended. If submitted, the letter of recommendation should discuss the applicant's character and promise as a university student, and should be sent from a high school teacher, principal or guidance counselor.

See Academic Information for placement assessments in English and Math.

Once a student's application file is complete, the Admissions team makes a decision based on University admissions standards and any specific requirements of the applicant's intended program of study. The student is notified of the decision as soon as possible after the requirements listed above have been met.

NOTE: U.S. citizenship or permanent residency is a requirement for licensure within certain academic programs. Students who are under DACA status or are undocumented should carefully review the licensure requirements for their state before enrolling in a degree program that leads to licensure. Additional information can be found on the [National Conference of State Legislatures website](#).

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SAT and ACT Test Scores

Students seeking admission for the 2022-2023 academic year are not required to submit SAT or ACT test scores, but they are welcome to do so. Over the past few years, our admitted students' average SAT score range has been between 970 and 1160. The ACT range has been between 18-23.

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Advanced Placement Students

Applicants who have completed work in Advanced Placement Programs in high school may submit the results of the Advanced Placement Examination of the University Entrance Examination Board. College credit will be awarded for a satisfactory examination score of 3 or higher. Students awarded such credit in English or mathematics will not be required to take the placement test in that area. (Refer to Placement Assessments for English and Mathematics).

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Transfer Students, Term Programs

Applicants who have completed course work at another college or university with a cumulative GPA of 2.0 or higher on a 4.0 scale will be considered for admission with advanced standing. Some programs require a higher GPA.*

If accepted to the University, transfer students must maintain a cumulative grade point average of 2.0 (or higher for some programs) prior to matriculation to Gwynedd Mercy University.

Courses in which an applicant has earned a grade of C or better will be evaluated as possible transfer credit toward a Gwynedd Mercy University degree. Lower division courses will not be accepted for transfer credit in substitution for similar courses given at upper division levels at Gwynedd Mercy University. A limited number of exceptions may be granted at the discretion of the Dean of the School. Depending on the program, at least 45-50 credits required for a bachelor's degree and 30 of those required for an associate degree must be earned at Gwynedd Mercy University.

NOTE: Term Programs: Please contact the Undergraduate Admissions Office at 215-641-5510 or admissions@gmercycu.edu if you have any questions about the transfer admissions requirements for your program of interest. Non-Term Programs: Please contact the Online/Accelerated Enrollment team at 866-660-0113 or accelerate@gmercycu.edu.

Applicants for advanced standing must present the following:

- A complete online application
 - Term Programs: gmercyu.edu/undergraduate-application
 - Non-Term Programs: <https://www.gmercyu.edu/gwynedd-mercy-universitys-online-application>
- Evidence of high school graduation, which can be satisfied with an official high school transcript or a copy of a General Educational Development (GED) test results or certificate. Candidates with more than 24 college credits do not need to submit a high school transcript; however, the Admissions team may request the transcript as part of the candidate's application review.
- An official transcript from all colleges and universities previously attended. No applicant may disregard previous college attendance. Failure to make full and truthful disclosure of all information requested will result in disqualification of the application (or revocation of admission).
- A copy of the catalog of the college/university from which the student is transferring, if requested

Letters of Recommendation are not required but are recommended. The written letter of recommendation should discuss the applicant's character and promise as a student and should be sent from a college faculty member or employer.

All accepted campus undergraduate transfer students who have not successfully completed a college-level English composition course or a college-level mathematics course with a grade of C or better must take the respective Gwynedd Mercy University placement assessment(s). Students who have previously earned a four-year college degree are exempt from taking the placement assessments.

The time in which a transfer student can complete their chosen program of study will vary since it may be necessary to fulfill curricular requirements out of normal sequence.

U.S. citizenship or permanent residency is a requirement for licensure within certain academic programs. International students and students who are under DACA status or are undocumented should carefully review the licensure requirements for their state before enrolling in a degree program that leads to licensure. Additional information can be found on the [National Conference of State Legislatures website](https://www.nacslaw.com/).

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Home-Schooled Students

All home-schooled students must complete and submit all application materials required of traditional applicants, in addition to a transcript from a home-school accrediting body. An interview may also be requested.

Integrated Studies Program

In order to be admitted into GMercyU's Integrated Studies program, each student must meet the following criteria:

- Be between the ages of 18-26 at the start of the program
- Have a documented diagnosis of intellectual disability
- Demonstrate interest in pursuing higher education at Gwynedd Mercy University and gaining meaningful employment

- Have exited high school or secondary institution (diploma, GED, special education diploma, certificate)
- Have either received or would have been eligible to receive services under IDEA (i.e., had an IEP/504)
- Demonstrate sufficient emotional stability, safety, and independent living skills to participate with minimal support in all aspects of the Integrated Studies coursework and campus environment
- Have functional literacy skills and basic computer literacy in order to comprehend basic safety signage, complete assignments with supports, and navigate the campus independently
- Have the potential to successfully achieve goals and the course requirements set out for an Audit designation with minimal support
- Be able to appropriately participate in 75-minute classes with necessary accommodations in place to function independently in social situations such as being alone in the Griffin Complex, academic buildings, cafeteria, etc.
- Be able to accept and follow campus rules and policies and behave respectfully towards others without supervision
- Have their own cell phone
- Highly desired: enrolled in county supports coordination/OVR/waiver at the start of the program

To apply to Gwynedd Mercy University's Integrated Studies Program, please complete the following steps:

Step 1: Submit the [undergraduate application](#) – be sure to select “Integrated Studies” as your program of interest.

Step 2: Complete supplementary materials:

1. Sign and complete the [Release of Information Waiver](#) online.
2. Send a copy of your most recent Individualized Education Plan (IEP) and/or Individualized Support Plan (ISP) to Brandi Crawford, Director of Accessibility Services: crawford.b@gmercyu.edu with the subject line: Name, IEP/ISP, Integrated Studies
3. Send a copy of your high school transcript to admissions@gmercyu.edu with the subject line: Name, HS transcript, Integrated Studies
4. Have one teacher **and** one employer/coach who know you well complete [recommendation forms](#) online. You can share this link for them to complete and submit this online.
5. Complete the [Supplemental Questions](#) form online.
6. Complete an introductory FlipGrid video: <https://flipgrid.com/cb8eeb1e>

Step 3: After all materials have been received, eligible candidates will be invited for a Zoom interview with Integrated Studies program staff.

Admissions decisions will be mailed within 2-4 weeks of interviews.

Gwynedd Mercy University's Integrated Studies Program is not a dual enrollment program.

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International Students

All international applicants seeking admission to a Gwynedd Mercy University traditional campus undergraduate program must submit the following:

- The online application, found at <http://gmercyu.edu/undergraduate-application>

- Evidence of high school graduation, which can be demonstrated through an official transcript or a copy of their General Educational Development (GED) test results or certificate. The high school transcript should show satisfactory completion of (or current enrollment in) at least 16 units in the following areas:

English	4 units
Mathematics	3 units
Science	3 units
History	1 unit
College preparatory electives	3 units

Gwynedd Mercy University is test-optional, which means students may apply with or without submitting scores from the ACT or SAT. However, students applying to the programs listed below who choose not to submit SAT or ACT test scores also must:

- Submit one letter of recommendation from a teacher in a subject related to their desired major (e.g., a biology teacher if the student is seeking admission to GMercyU's Biology program)
- Schedule an in-person or virtual interview with a member of the GMercyU Admissions team.

Accounting - CPA Track

Biology

Computer Information Science (CIS)

Education

Medical Laboratory Science

Nursing

Occupational Science

Psychology

Radiation Therapy

Radiologic Technology

Respiratory Care

Social Work

NOTE: Other applicants may be asked to submit an essay or personal statement and/or be asked to participate in an interview during the application review process.

Letters of Recommendation are not required for other programs, but are recommended.

- Evidence of English Language Proficiency: Minimum test score of 79 on the Internet-based TOEFL or 6.0 on the IELTS test or the equivalent. TOEFL or IELTS scores lower than the minimum will be considered on a case-by-case basis.
- Students whose native language is English are not required to submit language scores. In addition, international applicants who score a minimum 500 evidence-based reading and writing score on the SAT or 22 composite score on the ACT are exempt from submitting TOEFL scores.

Students who meet academic requirements for admission but need to improve their English language skills will be admitted on a conditional basis and referred to our English language school partner.

Students will be allowed to start their programs after meeting the requirement for English proficiency.

- A course-by-course evaluation by World Education Services (www.wes.org) or Educational Credential Evaluators (www.ece.org) is required of all transcripts from high schools and universities outside of the United States.
- All international students who do not have transferrable college credit for English and mathematics are required to take the University's English and mathematics placement assessments. Students must be proficient enough to place into Developmental Writing or College English.
- Applicants who have had nursing education outside of the U.S. must have transcripts evaluated by CGFNS (www.cgfns.org).
- International students who apply to education, nursing and health profession programs must have the ability to obtain the background screening required for placement in a clinical/school setting and should review state licensure requirements before choosing to enroll.
- U.S. citizenship or permanent residency is a requirement for licensure within certain academic programs. International students and students who are under DACA status or are undocumented should carefully review the licensure requirements for their state before enrolling in a degree program that leads to licensure. Additional information can be found on the [National Conference of State Legislatures website](http://www.ncsl.org).

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Non-Matriculated Students

Non-matriculated students may take up to 9 credits of coursework on a part-time basis at Gwynedd Mercy University. After completing these 9 credits, students must contact the Admissions Office for advice about applying to become a matriculated student who plans to work toward earning a Gwynedd Mercy University degree. If the student does not intend, at any time, to work toward a degree, the admission requirement will be waived. Students who intend to matriculate in health professions, business, or nursing programs should apply as soon as possible but are required to do so once they have earned 9 credits.

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Readmission

A student who has been accepted to Gwynedd Mercy University is expected to continually progress toward degree completion. A student enrolled in a Term Program who withdraws from the University or who does not attempt any credits during two consecutive semesters (fall and spring semesters only) and is therefore considered withdrawn from the program of study will need to submit an online application for readmission. Students enrolled in a Non-Term program must either be actively enrolled or on an approved Leave of Absence. A student enrolled in a non-term program, who is out of enrollment for the period of 1 year (365 days) will need to submit an application for program readmission. All applications for readmission will be reviewed and approved by the respective School Dean.

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Visiting Students

A student who enrolls in classes for credit with the intention of transferring those credits to another institution in which he or she is regularly enrolled is classified as a non-matriculated student.

Admissions Requirements for Second Degree Programs, Accelerated

Admissions Requirements for Accelerated Bachelor of Science in Nursing; Weekend Bachelor of Science in

Nursing: The Accelerated Bachelor of Science in Nursing and Weekend BSN programs at Gwynedd Mercy University are designed for students who hold a bachelor's degree in another field. To be considered for admission to these second-degree bachelor's programs, you must provide the following:

- Completed Online Application
- Official transcripts from high school and all colleges or universities attended, including proof that you earned a bachelor's degree from an accredited college or university
 - Applicants are expected to have earned a cumulative GPA of 3.0 or higher in their first bachelor's degree, and earned B's or better in their science courses
- Applicants also must provide proof of successful completion of required prerequisite courses
 - Nutrition and science courses must have been completed within the past 7 years to be considered for transfer into the program. Statistics and Development Psychology must have been completed within the last 10 years.
 - Required courses include: Anatomy and Physiology I and II with labs, Microbiology with lab, General Chemistry II and lab or Gwynedd Mercy University's Chemistry 111 For Allied Health Sciences and lab, Principles of Nutrition (taught by a registered dietician), Statistics, and Development Psychology (covering the lifespan)
 - These courses are offered by Gwynedd Mercy University. More information can be found on the [website](#).

After you have been accepted, you will need to take the following additional steps before beginning your nursing classes:

- Pass a criminal background and child abuse records check
- Undergo a drug screening and FBI fingerprinting
- Provide a certificate of health from a primary care provider, including immunization information
- Provide proof of CPR certification and personal health insurance

You will also need to obtain an annual flu vaccination and PPD screening throughout the duration of your program.

International Student Admission: International students must meet all admissions requirements noted above. In addition, applicants who have had nursing education outside of the U.S. must have transcripts evaluated by CGFNS (www.cgfns.org).

International students who apply to the nursing program must have the ability to obtain the background screening required for placement in a clinical setting and should review state licensure requirements before choosing to enroll.

U.S. citizenship or permanent residency is a requirement for licensure within certain academic programs. International students and students who are under DACA status or are undocumented should carefully review the licensure requirements for their state before enrolling in a degree program that leads to licensure. Additional information can be found on the [National Conference of State Legislatures website](#).

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ASSESSMENT OF STUDENT LEARNING

GMercyU is committed to providing quality education and to assuring students gain the knowledge and skills necessary to be successful. Assessment of student learning provides the information faculty and staff need to make improvements in program structure, course content, and pedagogy. To this end, information is collected at the course, program, and institutional levels. All student performance data are aggregated and confidential. For any questions related to the assessment processes, please contact: *Office for Assessment & Compliance, CFC112, hayward.d@gmercyu.edu.*

University Student Learning Outcomes

Continuing at successively higher levels across their college studies, students prepare for twenty-first-century challenges by gaining or becoming:

ULO1. Knowledge of Human Cultures and the Physical and Natural World Through study in the sciences and mathematics, social sciences, humanities, histories, languages, and the arts. *(Focused by engagement with big questions, both contemporary and enduring.)*

ULO2. Intellectual and Practical Skills, including: Inquiry and analysis; Critical and creative thinking; Written and oral communication; Quantitative literacy; Information literacy; Teamwork and problem solving. *(Practiced extensively, across the curriculum, in the context of progressively more challenging problems, projects, and standards for performance.)*

ULO3. Personal and Social Responsibility, including: Civic knowledge and engagement—local and global; Intercultural knowledge and competence; Ethical reasoning and action; Foundations and skills for lifelong learning. *(Anchored through active involvement with diverse communities and real-world challenges.)*

ULO4. Integrative and Applied Learning, including: Synthesis and advanced accomplishment across general and specialized studies. *(Demonstrated through the application of knowledge, skills, and responsibilities to new settings and complex problems.)*

ULO5. Immersed in the Critical Concerns of the Sisters of Mercy of the Americas for: Women – advocating for the lives/rights of women; Earth – encouraging sustainable practices; Non-Racism – urging a dismantling of institutional racism; Immigration – supporting persons who have been displaced; Non-Violence – promoting peaceful discourse/discernment/decision-making.

NOTE: For a full description of all Program-Level Learning Outcomes, see Program Information Pages

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COMPLAINTS, ACADEMIC

NOTE: For University Complaint Procedures, see <https://www.gmercyu.edu/about-gmercyu/fast-facts/consumer-information#Complaint%20Process>

Academic Complaint Procedure

The purpose of the University's Academic Complaint procedure is to ensure that students have the opportunity to raise concerns which have remained unresolved after previous attempts to do so, and that these concerns will be dealt with in a just and fair manner. An academic related action or decision is eligible to be addressed through the Academic Complaint procedure only if it involves a violation of federal, state or local law, or a misapplication or misinterpretation of University policy. The validity of University policies themselves may not be challenged through this process. Examples of academic complaints include the

misapplication of the University attendance policy, inconsistent application of class syllabi policies, etc. In addition, this procedure may not be used to resolve complaints regarding: 1. Claims based on purchases or contracts; or 2. Claims against a University employee on matters that are unrelated to the employee's job or role at the University; or 3. Grade grievances.

The procedures set forth below may be used by individuals bringing complaints ("complainants") who are enrolled as students at Gwynedd Mercy University. The complainant must be the alleged victim of unfair treatment; a complaint cannot be filed on behalf of another person. The existence of this procedure does not prohibit complainants from also filing claims in other forums to the extent permitted by national, state or local law or applicable accrediting agencies.

The formal resolution process described below must be initiated within ten (10) business days of the decision, action, or events giving rise to the complaint. The Dean of the appropriate School may extend this time limit at his or her discretion if good cause is shown.

Informal Resolution

Before proceeding to the formal resolution process, complainants are expected to have discussed the concern with the person they allege to have caused the complaint (the "respondent"). This requirement may be waived if the complainant has a reasonable basis for believing that such a discussion could result in physical injury, severe emotional distress, or discrimination. If the respondent does not respond to the complainant's attempts at discussion, or if an equitable solution cannot be found, the case will proceed through the formal resolution process outlined below.

Formal Resolution

If informal resolution is not successful, the complainant should file a written request for review with the Dean of the appropriate School. The request must:

1. Provide the names of all respondents;
2. List the law or University policy that has allegedly been misapplied or misinterpreted, if known;
4. State how the decision or action was unfair and/or harmful to the complainant;
5. State how the respondents are responsible for the action or decision; and
6. State the requested remedy.

The Dean will review the request. If it is clear that the complaint has not been filed within the time limit, or pertains to a matter not applicable under this procedure, or comes from a person without the right to issue a complaint, the Dean will dismiss the case and notify the complainant in writing.

If the complaint is not dismissed, the Dean will review the information provided, gather any additional information required, and formulate a decision within fifteen (15) business days of receipt of the request. If the respondent is the Dean, the Provost and Vice President for Academic Affairs will appoint another University administrator to issue a decision. Once a decision has been made, it will be recorded for the University record, and the complainant and respondent(s) will be notified of the decision in writing.

Final Appeal

If the resolution provided by the Dean is not satisfactory to the complainant or respondent, that person may file a request for reconsideration via a final appeal. Such a request must be submitted in writing to the Provost and Vice President for Academic Affairs within five (5) business days of receipt of the original decision. The Provost and Vice President for Academic Affairs will review the information provided concerning the complaint, the request for reconsideration, and details regarding the complainant's desired

remedy. The Provost and Vice President for Academic Affairs will issue a final decision within fifteen (15) business days of receiving the request for reconsideration. The Provost/Vice President for Academic Affairs' decision may include one of the following options: 1. A determination that the complaint was valid; 2. A determination that the complaint was not valid; or 3. A modification of the remedy proposed by the Dean. The Provost and Vice President for Academic Affairs will forward his or her decision to the complainant, respondent and the Dean.

The Provost and Vice President for Academic Affairs' decision is final and cannot be appealed.

Interstate Complaint Process (NC-SARA): To ensure compliance with state authorization requirements, GMercyU is a member of the National Council for State Authorization Reciprocity Agreements (NC-SARA). SARA is an agreement among member states, districts and territories that establishes comparable national standards for interstate offering of postsecondary distance education. As part of our participation in NC-SARA and in compliance with Federal Regulations for Title 34 Education § 668.43 (b) Institutional Information, Gwynedd Mercy University provides current and prospective students enrolled in online courses with information for filing complaints. The University strives to resolve complaints in a fair and timely manner. Students residing outside of the State of Pennsylvania while attending Gwynedd Mercy University who desire to resolve a complaint should refer to the University's grievance procedures. If after following the University procedures the issue is not satisfactorily resolved internally and the student seeks additional resolution, the resources below may be used to file complaints in the student's state or the institution's accrediting body.

Student complaints relating to consumer protection laws offered under the terms and conditions of the State Authorization Reciprocity Agreement (SARA), must first be filed with the institution to seek resolution. SARA consumer protection provisions require the Institution's Home State, through its SARA Portal Entity, to investigate and resolve allegations of dishonest or fraudulent activity by the state's SARA-participating institutions, including the provision of false or misleading information. The student should begin the complaint process with the institution and if resolution is not found, the student would contact the Institution's Home State SARA Portal Entity. For more information, please visit <https://nc-sara.org/student-complaints>.

Commonwealth of Pennsylvania, National Accreditation and Program Accreditation Complaint Processes: If after following the University procedures, the issue is not satisfactorily resolved internally and the student seeks additional resolution, the resources below may be used to file complaints with the appropriate agency in the student's state or the institution's accrediting body.

Gwynedd Mercy University is accredited by the Middle States Commission on Higher Education. Contact the Commission on Colleges at 3624 Market Street, Philadelphia, PA 19104-2680 or call 267-284-5000 for questions about the accreditation of Gwynedd Mercy University. Information regarding MSCHE's complaint process can be found on the [MSCHE website](#) under [Complaint Procedures](#).

Information regarding the Pennsylvania Department of Education complaint process can be found on the website under [Complaint Procedures](#). For additional information, please contact: Division of Higher & Career Education | Pennsylvania Department of Education - Postsecondary and Adult Education 333 Market Street, 12th Floor | Harrisburg, PA 17126-0333 Phone: 717.783.8228 | Fax: 717.722.3622
ra-collunivseminfo@pa.gov | www.education.state.pa.us

To register a complaint, please contact the corresponding Accrediting Organization:

- Middle States Commission on Higher Education (MSCHE)
 - <https://www.msche.org/complaints/>
- Commission on Collegiate Nursing Education (CCNE)
 - <https://www.aacnnursing.org/CCNE-Accreditation/What-We-Do>
 - Click on "Third-Party Comments for Current Accreditation Reviews"
- Commission on Accreditation for Respiratory Care (CoARC)
 - <https://www.coarc.com/Contact/Complaint-Process.aspx>
- Joint Review Committee on Education in Radiologic Technology (JRCERT)
 - <https://www.jrcert.org/students/process-for-reporting-allegations/report-an-allegation/>
- Accreditation Council for Occupational Therapy Education (ACOTE)
 - <https://www.aota.org/Education-Careers/Accreditation/Policies.aspx>
 - Section V.B.1 - Click on "Form for Complaints Against Programs"
- International Accreditation Council for Business Education (IACBE)
 - <https://iacbe.org/wp-content/uploads/2017/08/Procedure-for-Third-Party-Complaints.pdf>
- Council on Social Work Education (CSWE)
 - <https://www.cswe.org/Events-Meetings/APM-Archives/2016-APM/Continuing-Education/Procedures-for-Complaint-and-Grievance-Management>

COMPLIANCE

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Federal Consumer Regulations Act

To comply with the Federal Consumer Information Regulations Act, Gwynedd Mercy University makes available upon request a report on job placement statistics and graduation rates . Federal Regulations require that Gwynedd Mercy University make available consumer information for students. This information can be found using the link <https://www.gmercyu.edu/about-gmercyu/fast-facts/consumer-information>.

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FERPA Rights and Policy Notice

The Family Educational Rights and Privacy Act (FERPA) is a Federal law which was enacted in order to protect students' education records at all schools that receive funds under a program of the U. S. Department of Education. This document provides a summary of this law.

Rights of the Student or Parent

FERPA gives a student's parents certain rights over the student's education records until the student reaches the age of 18 or attends a school beyond the high school level. At that time, the rights are transferred from the parents to the eligible student. These rights enable the eligible student or parents to:

- Privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- Inspect and review the student's education records maintained by the school. If the student and parents are unable to review the records at the school, they can request copies from the school (and may be charged a fee for them). Requests to review educational records must be

directed to the Registrar and must identify, as specific as possible, the record(s) that the student wishes to inspect. The Registrar will contact the appropriate record custodian in the University who will make those records available to the student as soon as possible but no later than 45 days from the date of the request. The University has the right to refuse student access to records under certain circumstances.

- Request that a school correct the student's records if they believe they are incorrect or misleading. If the school chooses not to update the student's records, the student or parent has a right to a formal hearing. If, after the hearing, the school still decides not to modify the student's records, the parent or student can include a statement in the records which contests the information.

When a School Does Not Need Written Consent

Generally, a school must have written permission from the parent or student before releasing any information from the student's records. Schools can, however, disclose the student's records without the student's or parent's consent to any of the following parties or under any of the following conditions:

- School officials with legitimate educational interest
NOTE: A school official is a person employed by Gwynedd Mercy University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee or as a federal work study student, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of the University who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the University.
- Other schools to which the student is transferring
- Specified officials for audit or evaluation
- Appropriate parties in connection with the student's financial aid
- Organizations which are conducting studies for, or on behalf of, the school
- Accrediting organizations
- In order to comply with a judicial order or a lawfully issued subpoena
- Appropriate officials in cases of health and safety emergencies
- State and local authorities, within a juvenile justice system, pursuant to specific state law

Disclosure of Directory Information

No consent is required to disclose "directory" information. Directory information is defined by Gwynedd Mercy University as:

Student Name

Address (including telephone number and GMercyU email address)

Dates of attendance

Course load (full/part time status)

Class level

Field(s) of study

Degree(s) conferred and dates awarded

Honors and awards

Date and place of birth

Photograph

Under the provisions of FERPA, currently enrolled students may withhold disclosure of such information. To prevent disclosure, written notification must be received by the Office of the Registrar by the end of the Drop/Add period during the fall or spring semesters (see Academic calendar for specific dates) and will remain in effect until rescinded in writing. Any requests made from non-institutional persons or organizations will be refused. Students who do not want their directory information released to a third party must fill out the [FERPA No Disclosure form](#) (online form).

Annual Notification of Rights

Each year, schools are required to notify the student and parents of their rights under FERPA. At Gwynedd Mercy University, the student is notified through the distribution of the Undergraduate and Graduate Catalogs. A parent or eligible student may file a written complaint with the Office regarding an alleged violation under the Act and this part. The Office's address is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW., Washington, DC 20202.

For more information on FERPA, see the U.S. Department of Education website at www2.ed.gov.

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Non-Discrimination Policy and Statement

Gwynedd Mercy University is committed to maintaining a positive learning, working, and living environment that is free from unlawful discrimination and harassment. Gwynedd Mercy University does not discriminate against any applicant for admission to or employment at the University because of race, religion, age, gender, sexual orientation, gender identity, national origin, disability, color, marital status, veteran status, genetic characteristics, or any other characteristic protected by federal, state or local law ("Protected Classes"). This includes, but is not limited to, admissions, financial aid, educational services, and student programs and activities, as well as to all terms and conditions of employment including, but not limited to, recruitment, selection, hiring, placement, transfer, promotion, training, compensation, benefits, discipline, and termination. The University will not tolerate unlawful acts of discrimination or harassment based upon Protected Classes, or related retaliation against or by any employee or student. This policy applies to all University faculty, administrators, staff and students. Persons who lodge discrimination or harassment complaints or participate in the investigation of such a complaint are protected from retaliation (e.g., adverse action or consequences) for those actions. Retaliation will not be tolerated at Gwynedd Mercy University. Although discrimination and harassment described and prohibited by this policy include a wide range of behaviors, certain discriminatory conduct is addressed elsewhere. For example, sexual harassment is addressed in the University's Sexual Misconduct Policy. Individuals who violate this policy shall be disciplined or subjected to corrective action, up to and including termination or expulsion.

Inquiries regarding federal law and regulations concerning nondiscrimination in education or the University's compliance with those provisions may also be directed to: Office for Civil Rights, Philadelphia Office, U.S. Department of Education, The Wanamaker Building 100 Penn Square East, Suite 515, Philadelphia, PA 19107-3323, Telephone: (215) 656-8541, Facsimile: (215) 656-8605, Email:

OCR.Philadelphia@ed.gov

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Pregnancy Non- Discrimination Policy

Under the Department of Education's (DOE) regulations implementing Title IX of the Education Amendments of 1972, a college or university "shall not discriminate against any student, or exclude any student from its education program or activity, including any class or extracurricular activity, on the basis of such student's pregnancy, childbirth, false pregnancy, and termination of pregnancy or recovery therefrom." According to these materials, not discriminating against a pregnant student means granting her leave "for so long a period of time as is deemed medically necessary by the student's physician," and then effectively reinstating the student "to the status which she held when the leave began." Pregnant students are entitled to accommodations under Title IX and/or the American with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act. For more information, please contact Ms. Brandi Crawford, Director Accessibility Services, at Crawford.b@gmercyyu.edu at (215) 646-7300 ext. 21014, or Mr. Robert Wood the Title IX Coordinator at wood.r@gmercyyu.edu or (215) 646-7300 ext. 21140. Students will be given an opportunity to make up missed work wherever possible. Extended deadlines, makeup or alternative assignments, and incomplete grades for work that can be completed at a later date (agreed between instructor and student), should all be utilized. The University must provide the student with the appropriate assignments and information to make up the work she would have been required to complete while she was out, if this is possible in a given course. In situations where the temporal particularities of the task do not allow for a "break," such as large performances, and lab work, clinical assignment, or group work, the institution should work with the student to devise an alternative academic course-work plan for completion within the policies for academic progress of the University or program as defined by the college catalog. The University requires a doctor's note for continued participation in University activities for all students who have a medical condition that requires routine treatment by a doctor. This also applies to pregnant students. While the University may offer to provide more leave than that stated under Title IX, the University cannot have a rule that prohibits students from returning to classes for a set period of time after childbirth. Pregnant students working within the University's work-study program are protected under Title IX in their capacity as part-time employees.

LABORATORY ACTIVITIES

Gwynedd Mercy University laboratories are in compliance with the requirements of the Occupational Safety and Health (OSHA) Act. However, it is the responsibility of the student to inform the instructor of the laboratory courses as soon as the student knows she is pregnant. The student must obtain written permission from her prenatal care doctor to participate in the course laboratory activities. If the student does not properly inform the instructor of the pregnancy, does not provide a doctor's permission note, or is unaware of her pregnancy, the responsibility for any risks or consequences associated with the completion of the laboratory work remains with the student. Gwynedd Mercy University cannot ensure that a pregnant student will not be exposed to chemicals that might be unhealthy for her or her fetus since the effects of all chemicals in fetal development are not completely known. In addition, it is impossible to precisely anticipate the level of exposure, the length of exposure, and the number of encounters that might occur with any chemical during a semester. Therefore, the University recommends that pregnant students should be advised NOT to take a lab course unless she is willing to understand and assume all the risks. She should certainly seek and follow proper medical advice from her physician. Pregnant students will be advised that if they choose to enroll in a laboratory course at Gwynedd Mercy University, they must participate as fully as any other student or their grades will be impacted. They may not take the course in a virtual format of any sort or by watching others, and laboratory course requirements will not be revised under any circumstances to accommodate a pregnant student.

Professional Licensure Disclosure Statements

In accordance with the U.S. Department of Education State Authorization Rule, Gwynedd Mercy University shares disclosure information about how our educational curricula meet requirements for professional licensure within each state. Additional information regarding the programs below can be found here: <https://www.gmercyu.edu/academics/programs/licensure-requirements>.

Accounting; Counseling--Mental Health and School Counseling; Education; Medical Laboratory Science; Nursing; Occupational Therapy; Radiation Therapy; Radiologic Technology; Respiratory Care; Social Work

U.S. citizenship or permanent residency is a requirement for licensure within certain academic programs. Students who are under DACA status or are undocumented should carefully review the licensure requirements for their state before enrolling in a degree program that leads to licensure. Additional information can be found here: <https://www.ncsl.org/research/immigration/professional-and-occupational-licenses-for-immigrants.aspx>.

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Title IX

As a recipient of Federal funds, Gwynedd Mercy University is required to comply with Title IX of the Higher Education Amendments of 1972, 20 U.S.C. § 1681 et seq. ("Title IX"), and Code of Federal Regulations 34, 106 which prohibits discrimination on the basis of sex in educational programs or activities, admission and employment. Under certain circumstances, Sexual Misconduct constitutes sexual discrimination prohibited by Title IX. In addition, the University complies with Section 304 of the Violence Against Women Reauthorization Act of 2013 ("VAWA"). Inquiries concerning the application of Title IX and VAWA may be referred to the University's Title IX Coordinator or to the U.S. Department of Education's Office for Civil Rights. Gwynedd Mercy's Title IX Coordinator is Robert Wood and he may be contacted by phone at 215-646-7300, ext. 21140 or by e-mail at wood.r@gmercyu.edu.

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FINANCIAL AID

Gwynedd Mercy University's financial aid program is designed to provide financial assistance to qualified students. The University endeavors to assist as many students as possible using Gwynedd Mercy University funds as well as federal, state and other funds. Students applying for financial aid are considered for all aid sources for which they are eligible.

All undergraduate students are encouraged to complete the FAFSA to determine their eligibility for need-based institutional, federal and state aid.

Students Enrolling in Term Programs: Most students will receive a comprehensive financial aid package, which consists of some combination of scholarship/grants, loans and/or federal work study, based on the results of their Free Application for Federal Student Aid (FAFSA). In addition to merit scholarships, which are awarded to full-time students who enroll in traditional, semester-based programs, campus undergraduate students may be eligible for institutional, federal and state financial assistance based on their demonstrated financial need as indicated on the FAFSA. Funds available, academic records, and number of applicants may also affect the amounts and types of aid awarded to a student.

Students who choose not to submit a FAFSA must notify the Office of Financial Aid, so the Aid office can apply any merit scholarship funding to the student's account.

Students Enrolling in Non-Term Programs: Students may be eligible for state and federal need-based aid based on the results of their FAFSA.

Second-Degree Bachelor's Students: In general, students pursuing a second bachelor's degree are not eligible for federal, state or institutional grant-based aid. Students may be eligible for federal student loans or private loans.

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Determination of Financial Need

Financial need is determined on the basis of information supplied on the Free Application for Federal Student Aid (FAFSA). All applications are analyzed according to a formula known as the Federal Methodology. In determining the extent of a student's need, consideration is given both to the amount of support that may be expected from all family resources, as well as to those factors which affect a family's financial strength, such as taxes, number of dependents, debts, other educational responsibilities and retirement needs. Financial aid is awarded for one academic year at a time; students must re-apply annually for renewal of aid. Renewal depends upon continued eligibility, satisfactory academic progress, and availability of funds.

Second Bachelor's Degree Students: In general, students pursuing a second bachelor's degree are not eligible for institutional or need-based federal or state financial aid. Students may be eligible for federal or private loans.

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Financial Aid Application Procedures (FAFSA)

A. New Entering Undergraduate Students

Students who wish to receive consideration for need-based financial aid must:

1. Submit the Free Application for Federal Student Aid (FAFSA) at studentaid.gov. Gwynedd Mercy University's federal code is 003270. You must enter our school code in order for us to receive the results of your FAFSA.
2. Complete the Federal Verification process, if selected for verification.
3. Regularly check the email you used on your FAFSA. If we have questions or need additional paperwork, we will notify you at the email you provided on your FAFSA.

The FAFSA is available on October 1 of each year. Please submit the FAFSA as close to October 1 as possible, and no later than our priority filing date - January 15.

Once your financial aid package is complete, you will be notified to log into your GMercyU Self Service account to view and accept your aid package.

If you were accepted into a campus undergraduate program and chose not to submit the FAFSA, please notify the Office of Financial Aid, so we can credit any merit scholarship funding for which you may be eligible to your student account.

B. Returning Undergraduate Students

Students who wish to request renewal of financial aid for an upcoming academic year, as well as those already enrolled who wish to apply for financial aid the first time, must:

1. Submit the Free Application for Federal Student Aid (FAFSA). Gwynedd Mercy University's federal code is 003270. You must enter our school code in order for us to receive the results of your FAFSA.
 - a. You must submit the FAFSA for each year in which you want to be considered for financial aid.
2. Complete the Federal Verification process, if selected for verification.

Note: Please submit your FAFSA no later than April 1 each year.

It is the responsibility of the aid applicant to file all required forms by the stated deadlines. An incomplete application cannot be processed and will, therefore, not receive consideration. Once completed, your aid will be processed as time and funding permit.

In distributing financial aid, priority will be given to full-time students. Students enrolled on a half-time basis who are carrying a minimum of six credit hours per semester, may apply for financial aid and will receive all possible consideration for every type of assistance for which they qualify based on availability. Students will receive notification that their aid package is available for review via email. Students must log into their GMercyU Self Service account to view and accept their financial aid package.

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Student Financial Aid Satisfactory Academic Progress Policy

Federal regulations require that all students who receive any financial aid meet federal academic progress standards while taking courses toward a degree or certificate program. This policy applies to all terms of enrollment, even if not receiving federal aid, and all enrollment types (full-time/part-time). Academic progress is measured by cumulative grade point average, percentage of credits successfully completed, and the time it takes to complete the degree program. The financial aid office checks student academic progress after each term.

Academic Progress Standards

A. Completion Rate (67% Rule): Students must receive a satisfactory grade in courses attempted by completing at least 67% of the credits for which they are enrolled. This percentage is calculated by dividing the number of credits earned by the number of credits attempted. All withdrawals, failures and incompletes are counted as attempted, but not earned credits. **Exception to the 67% Rule:** It is important to note that the 67% completion rule applies to most types of financial aid. However, specific programs may mandate a higher completion rate. For example, the PA State Grant requires that a full-time student earn 24 credits (repeated coursework does not count in this total) in an academic year and requires a minimum of 12 credits for part-time students.

B. Cumulative GPA Minimum Requirements (GPA Rule): The maintenance of a cumulative grade point average of 2.0 for upper classmen and 1.8 for freshman students. Graduate, second bachelor's degree and doctoral students must maintain a 2.0 cumulative grade point average. Additionally, specific grants and scholarships may require a higher minimum cumulative grade point average.

C. Developmental Courses: Developmental courses are evaluated in the progress calculation, including completion rate, maximum hours and cumulative grade point average. Federal financial aid may be awarded for a maximum of 30 semester hours of developmental coursework.

D. Withdrawals, Incompletes, Audits and Repeat Courses: Withdrawals, Incompletes and Audits do not count as passing grades, but these grades are counted in attempted credits. Once an Incomplete grade has been changed to a passing grade, progress can be recalculated upon written request. Repeated coursework is also counted as attempted credits, with all grades related to this repeated coursework included in financial aid GPA calculation.

E. Change of Major and Double Majors: Once all the requirements for a program are completed, a student may no longer receive financial aid unless they enter a new degree program. Students may apply for financial aid for the completion of a double major. All applicable courses in the completed program will count as part of the 150% attempted credits in both majors.

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Eligibility

To be eligible for any of the federally-funded financial aid programs, an undergraduate student must be (1) a U.S. citizen or an eligible non-citizen, as defined by the U.S. Department of Education, (2) a student enrolled for the purpose of obtaining a degree or certificate, (3) making satisfactory academic progress toward completion of a chosen program of study, and (4) in need of financial aid as determined by the federal methodology needs analysis system. Students who have already earned a bachelor degree are generally not eligible for Federal, State, or University Grants/Scholarships.

Ineligibility for Financial Aid

A. Any student who fails to meet satisfactory academic progress and cumulative grade point average requirements will be ineligible for future financial aid. A student who has become ineligible for financial aid will be notified in writing by the financial aid office at the end of the fall or spring semester.

Students on academic probation may be eligible to receive financial aid IF they meet satisfactory academic progress requirements.

B. Non-Matriculated students (students not accepted in a degree-seeking program at the University) are ineligible for federal, state, and institutional financial aid. They may borrow private student loans in order to finance their course costs.

Students may still enroll without financial aid if they do not qualify for financial aid because of satisfactory academic progress issues.

“Never Began Attendance”

Students who never began attendance in any classes are not eligible for federal Title IV funds. If a financial aid disbursement was made prior to determining that the student never began attendance, funds must be returned to the Department of Education.

Satisfactory Academic Progress Appeals

Students who faced mitigating circumstances that may have affected their academic progress may appeal an academic progress decision. Mitigating circumstances include: experiencing a serious illness or accident; the death, accident or serious illness of your immediate family member; or other mitigating circumstances beyond your control. Poor time management, feeling “unprepared for school” or other circumstances that are in a student’s control will not be accepted as mitigating circumstances. To appeal a satisfactory academic progress decision, a student must complete the Financial Aid Academic Progress Appeal Form, provide acceptable supporting documentation and complete all required steps outlined on the form.

If a student's appeal is approved, they may be required to develop (with designated university staff) and follow an academic plan and successfully complete courses with a grade of C or better in order to continue receiving student aid. Failure to follow the academic plan and successfully complete all registered courses during the semester of appeal, will result in the student having to successfully complete future courses without any financial aid support until all academic standards are met as described in this policy. Successful completion means receiving a grade of A, B or C. Withdrawals, incompletes and audits do not count as a successful completion grade.

If a student's academic progress appeal is approved and an academic plan is developed, then the student may receive financial aid on a probationary status (for either one semester or one year as determined by the appeals committee) until satisfactory academic progress criteria is met.

Regaining Financial Aid Eligibility

If a student does not meet satisfactory academic progress requirements and chooses to enroll at the University without financial aid assistance, academic progress will be checked again at the end of that term of enrollment. At that time, if the progress requirements are met, the student's financial aid eligibility will be reinstated for subsequent semesters. Institutionally-administered grants and scholarships will be reinstated for the student IF funds are still available at the time of awarding.

Normally, students should complete the associate degree in four semesters of full-time enrollment; the bachelor's degree in eight semesters of full-time enrollment. Mitigating circumstances may necessitate an additional semester(s). Students should understand that state and institutional financial aid is limited to a maximum of four semesters for the associate degree and eight semesters for the bachelor's degree.

Eligibility for federal aid is limited to twelve semesters for the bachelor's degree and six semesters for the associate degree.

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Return of Title IV Funds

The Office of Student Financial aid recalculates federal financial aid eligibility for students who withdraw prior to completing 60% of a payment period or semester, drop out, are dismissed. Recalculation is based on the percentage of earned aid using the following federal Return of Title IV Funds formula:

Percentage of payment period or term completed = the number of days completed up to the withdrawal date divided by the total days in the payment period or semester. (Any break of five days or more is not counted as part of the days in the semester.) This percentage is also the percentage of earned aid.

Funds are returned to the appropriate federal program based on the percentage of unearned aid using the following formula: Aid to be returned = (100% of the aid that could be disbursed minus the percentage of earned aid) multiplied by the total amount of aid that could have been disbursed during the payment period or semester.

If a student earned less aid than was disbursed, the institution would be required to return a portion of the funds and the student would be required to return a portion of the funds. Keep in mind that when Title IV funds are returned, the student borrower may owe a balance to the institution.

If a student earned more aid than was disbursed to him/her, the institution would owe the student a post withdrawal disbursement, which must be paid within 120 days of the student's withdrawal.

The institution must return the amount of Title IV funds for which it is responsible no later than 45 days after the date of the determination for post withdrawal disbursement must be offered to the student within 30 days of the date of determination.

Refunds are allocated in the following order:

Unsubsidized Federal Direct Loans

Subsidized Federal Direct Loans

Federal Parent Direct (PLUS) Loans

Federal PELL Grant for which a return of funds is required

Federal Supplemental Opportunity Grants for which a return of funds is required

Unofficial Withdrawals (all F Grades)

If a student who began attendance and has not officially withdrawn fails to earn a passing grade in at least one course offered over an entire period, Gwynedd Mercy University must assume, for Title IV purposes, that the student has unofficially withdrawn, unless it can be documented that the student completed the period.

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Federal Exit Counseling

Students who have secured loans (Perkins, Nursing, or Direct (Subsidized/Unsubsidized)) will receive an exit counseling letter(s) if they:

- Graduate from the University
- Drop all of their courses during a semester or drop to less than 6 credits
- Formally withdraw from the University
- Enroll in a semester at a rate of less-than-half-time (less than 6 credits)
- Unofficially withdraw from the University (stop attending all classes during a semester without formally notifying the University or fail to enroll in a subsequent semester)

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Scholarships, Grants and Loans

Scholarships and Grants

Scholarships and grants are considered “gift” aid, which means the funding does not need to be repaid. However, some of this funding may require that students meet certain requirements. For example, recipients of university scholarships must be enrolled on a full-time basis, and must have full-time tuition charges assessed on their billing statement (recipients of tuition waivers may not be considered for University scholarships in addition to waivers). In addition, institutional scholarships and grants can be awarded for a maximum of eight semesters for students pursuing a bachelor’s degree.

Financial aid received from public and/or private, external sources must be reported to the Financial Aid Office. This may require an adjustment in either the total amount and/or kind of aid provided in the student’s financial aid package.

Merit Awards for Full-Time Campus Undergraduate Students

Gwynedd Mercy University offers a number of MERIT AWARDS, which are based on a student’s academic record and/or involvement in extra-curricular/community service activities. These Awards are offered to new, first-degree campus undergraduate students who will be enrolled on a full-time basis.

Students who qualify for Merit Awards will be notified at the time of admission to the University. Merit awards may be renewed for an additional two (transfer students) or three (first-year students) years provided that recipients continue to meet eligibility requirements. The Merit Award will be the first component of any need-based financial aid award.

Athletic Scholarships: As a member of the National Collegiate Athletic Association (NCAA), Division III, the University does not consider athletic ability in the awarding of scholarships and grants.

Institutional Grant Funding

Eligibility for Institutional Grant funding is based on a student's financial need, which is based on the results of the Free Application for Federal Student Aid (FAFSA). Need-based institutional aid is contingent on full-time, on-campus enrollment in a University degree program, and satisfactory academic progress.

Federal Pell Grant

The Pell Grant is a federal aid program, which provides grant funding ranging from \$400 to \$6,495, depending on the student's eligibility as determined by the results of the FAFSA using federal methodology. To receive consideration, the student must submit a completed FAFSA and be enrolled for a minimum of three credits per semester in a degree or certificate program. The Student Financial Aid Office will include available Pell Grant Funding as part of an eligible student's comprehensive financial aid package.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The Supplemental Educational Opportunity Grant is a federal aid program, which provides grants ranging from \$100 to \$4,000 annually to students who demonstrate exceptional financial need. Priority for the FSEOG must be given to Pell Grant recipients. FSEOG eligibility is determined by the results of the FAFSA. This grant may not exceed the Pell Grant amount awarded per semester.

Pennsylvania State Grants (PHEAA)

The Pennsylvania Higher Education Assistance Agency provides state grants ranging from \$100 to \$4,525 annually to eligible students. PHEAA requires that the program of study be at least two academic years in duration and that the student carry a minimum of six (6) credits per semester. The state grant may be awarded for a total of four full-time academic years contingent upon annual application and continued eligibility. Veterans who satisfy all other PHEAA eligibility requirements may be entitled to a full state grant. To be considered for a PA State grant, students must file their FAFSA by May 1 of each year. For further information, contact: Pennsylvania Higher Education Assistance Agency (PHEAA) 800-692-7392.

State Grants/Scholarships

Many states administer grant/scholarship programs for students attending colleges and universities both in and out-of-state. All Gwynedd Mercy University campus undergraduate students seeking financial aid are required to apply for state funds wherever available. Delaware, Massachusetts, Ohio, and West Virginia offer state grants for their residents who are studying in another state. Applicants should consult guidance counselors and/or state agencies for information.

Vocational Rehabilitation Grants

The Office of Vocational Rehabilitation provides financial assistance for qualified students. Eligibility requirements must be discussed with a representative from an OVR office.

Loans

Loans are regarded as “self-help” and are made directly to students to help them cover the costs of their education. Loans need to be repaid.

Several types of loans are available to qualified students for all four years of study: Federal Subsidized, Federal Unsubsidized, Parent PLUS, and private student loans.

Loan amounts offered to students are contingent on adequate federal funding.

A loan is a serious responsibility and obligation. Students should exercise discretion when borrowing money for school. The full amount borrowed plus all accrued interest must be repaid whether or not the student borrower completes his/her program of study. Transcripts will not be released for any student whose file reflects default on repayment of a student loan

While the principle of a student’s loan may be deferred as long as the student is enrolled at least half-time, students may be responsible for making interest payments while enrolled. Repayment begins 6 months after a student drops below half-time or graduates and can be repaid over a 10-year period. Under certain federally mandated and approved conditions, borrowers may arrange to defer loan repayment and/or qualify to have loans cancelled in whole or part. Borrowers should note both deferment and cancellation provisions when negotiating the loans.

Federal Direct Loans

The Federal Direct Loan Program provides annual loans up to \$5,500 for freshmen, \$6,500 for sophomores, \$7,500 for juniors and seniors, and \$20,500 for graduate students. The aggregate loan limit is \$31,000 for undergraduate study and \$138,500 for graduate study (including any undergraduate Federal Direct Loans).

Subsidized Federal Direct Loans: All applicants must demonstrate financial need to receive a subsidized Direct Loan. For eligible students, a subsidized Federal Stafford and Direct Loan means the Federal Government will pay applicable interest during the student’s enrollment and the six-month grace period. Repayment begins six months after graduation or termination of studies and borrowers are allowed 10 years to repay the loan. The Federal Direct Loan Master Promissory Note can be completed online at <https://studentaid.gov>.

Unsubsidized Federal Direct Loans: Students who do not qualify for the federal interest subsidy because they do not meet the federal financial need analysis standards are eligible to borrow through the unsubsidized Federal Direct Loan program. The unsubsidized loan can be issued for the full amount of eligibility or in combination with a subsidized Federal Direct Loan. However, on any portion of the unsubsidized loan, interest must be paid by the student. Otherwise, all terms and conditions of the loans under the subsidized Federal Direct Loan Program apply to unsubsidized Federal Direct Loans.

Students who meet the federal requirements for independent student* status may be eligible to receive additional funding through the unsubsidized Federal Loan Program. Total Direct Loan borrowing (including subsidized and unsubsidized loans) may not exceed the following annual maximums:

Freshman \$ 9,500
Sophomore \$10,500
Junior & Senior \$12,500
Graduate Level \$20,500

**Independent undergraduate aggregate is \$57,500*

Federal Direct PLUS Loan

Direct PLUS Loans are low-interest loans available for the parents of dependent students and for graduate/professional degree students. The amount of the Direct PLUS Loan may not exceed COST of ATTENDANCE minus any estimated financial aid the student has or may receive during the period of enrollment. Interest on the Direct PLUS Loan is a fixed rate which is set in July of every year. Interest is charged during all periods beginning on the date of the first disbursement. The Direct PLUS Loan Master Promissory Note (MPN) can be obtained online at <https://studentaid.gov>.

Nursing Student Loan (NSL)

Gwynedd Mercy University participates in the Federal Nursing Student Loan program. Through this program, the University provides long-term, low-interest loans to students who demonstrate financial need and demonstrate academic proficiency. A maximum of \$5,200 for each of the junior and senior years of undergraduate enrollment. Repayment begins nine months after graduation or termination of studies and borrowers are allowed 10 years to repay the loan. During the repayment period, 5% interest is charged on the unpaid balance of the loan principle.

Alternative Loans

In addition to the Federal Loan Programs, a student and/or credit-worthy co-signer may borrow funds not to exceed cost of attendance. Since Private/ Alternative loans have different fee and rate structures, applicants are encouraged to request information directly from the lender or on the web at <https://www.elmselect.com/v4/>.

Employment

Employment is regarded as “self-help” and is made available to eligible students enabling them to finance their educational costs through job earnings.

Federal Work-Study (FW-S)

Work Study is a federal aid program, which provides employment both on Gwynedd Mercy University’s campus and off-campus with approved public or private non-profit agencies. Federal Work-Study is best described as the opportunity to work and earn a predetermined amount of money. Eligible students may be employed for a maximum of 10 hours weekly during the school year and 40 hours weekly during the summer and vacation periods. FW-S students are paid on an hourly basis for work performed; they may use these funds to cover their educational or personal expenses while enrolled at the University. Generally, students with FW-S jobs are paid twice monthly through the university business office. The University cannot guarantee a job or total earnings as awarded because the FW-S program is limited by the amount of funds received from the federal government.

312U_fncl

BenefitsVeterans Benefits

Any student utilizing Ch. 33 Post 9/11 GI Bill® or Veteran Readiness and Employment (VR&E)—*formerly known as Vocational Rehabilitation and Employment*--benefits will be considered by Gwynedd Mercy University as in good financial standing even if the VA is delayed in making payments to the university, provided the student can produce the VA’s Certificate of Eligibility by the first day of class, and/or provide any additional information needed by the University’s VA Certifying Official to ensure the enrollment

certification request can be submitted to the VA by the first day of class. These students will be treated as “paid students” and will not be prevented from enrolling in classes or denied access to any school resources or facilities available to other University students in good financial standing. These students also will not be assessed a late penalty fee or required to secure additional funding to cover the late VA payment. GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://va.gov/education/>. The University serves only as a certifying and transmittal agency in regard to Veterans Educational or War Orphans Benefits. The University’s Veteran Affairs Department is part of the Financial Aid Office. The VA Coordinator is available to assist students with respect to their veterans’ benefits. In addition, veterans may contact: Veterans Administration Regional Office, P.O. Box 4616, Buffalo, NY 14240-4616 or you can contact the student line at (888)-442-4551 between 8am-7pm Eastern Time, Monday-Friday.

307U_Rgstr

Program Leave of Absence (LOA) for Non-Term Programs and Accelerated Nursing Program

The Federal government has determined that 60 days or more (excluding University scheduled calendar breaks) is a “break in attendance” and will affect the student’s success in completing the program. All students with a “break in attendance” must submit a Leave of Absence (LOA) form to their advisor and Financial Aid, for approval, or the student will be withdrawn from the program. The LOA form will indicate to the University how long the student will be out of attendance and the reason. LOA request forms must be submitted within 10 days of the student’s Last Date of Attendance (LDA). All parts to the LOA request form must be completed in order for the LOA to be considered for approval by the Financial Aid office. Students can take a maximum of 120 days in one LOA with a total maximum of 180 days in a 12 month period. LOA requests will be denied if the break is under 45 days or if the student has exceeded 180 days. The twelve-month period begins with the start of the first leave. Student returning from a first leave of absence must complete at least one course, with a grade other than “W” or “I” prior to requesting a second leave. If the LOA is not completed or approved, the student will be withdrawn from the program and may be required to re-apply for admission. If program withdrawal paperwork is not completed by student, then student will be withdrawn from program by their advisor. Accelerated Nursing (ABSN) Students enrolled in an Accelerated Nursing Program will only be granted an LOA if they must repeat a course, due to failure, and the break in attendance is over 45 days.

23U_sfty

PUBLIC SAFETY

The Department of Public Safety is concerned primarily with maintaining the highest level of security possible on the university campus and within University facilities. University Public Safety officers are not police officers and do not carry firearms; any criminal investigations are conducted by the Lower Gwynedd Police Department.

Because the safety and security of the University is the shared responsibility of all who live, work and study on the campus, members of the university community are encouraged and expected to use common sense where personal safety is concerned and to report any suspicious or criminal activities to the Department of Public Safety at 215-641-5522. Emergency phones are strategically placed to assist during emergency situations. Dialing is not required on these phones; when the receiver is lifted or the button is pushed, the phone automatically calls Public Safety. The office of Public Safety is located in St. Brigid Hall.

REGISTRAR

442U

Academic Awards and Honors

Dean's List

Full-time matriculated students who have a semester grade point average of 3.5 and no grades below B qualify for the Dean's List for that semester. Credits that carry a pass/fail grade will not be considered part of the minimum full-time load.

Students enrolled and matriculated in Non-Term programs may be full-time students but will only be eligible for Dean's List if they have completed 12 or more credits that begin in the Fall or Spring terms. There is no Dean's list for summer enrollment.

Program Honors

Program honors are bestowed on graduating baccalaureate students who have achieved distinction in their major. In order to merit these honors, a student must attain an average of 3.5 in the major and must also receive the recommendation of the Dean.

Honors at Graduation

Baccalaureate students who have achieved academic excellence throughout their respective programs are eligible to receive a degree with honors at graduation. Candidates for the distinction cum laude must have attained a cumulative average of 3.5; for magna cum laude, 3.7; for summa cum laude, 3.9. Students enrolled in the associate degree programs may graduate with distinction if they attain a cumulative grade point average of 3.5.

Honor Societies

Students of Gwynedd Mercy University are eligible for membership in the following honor societies:

1. Sigma Phi Sigma, The National Mercy Honor Society. This society is dedicated to the ideals of Catherine McAuley: fidelity, scholarship and service. Freshmen, sophomore and juniors with a minimum 3.2 grade point average, evidence of upholding the mission and values of the University and have a clear commitment of service to the University and/or their community may apply.
2. Kappa Delta Pi is an international honor society in education. It is the oldest and largest honor society in education. Invitations to join are based on academic achievement, a commitment to education as a career and a professional attitude that assures the member's steady growth in the field of education.
3. Lambda Iota Tau is an international honor society for students of literature. Its purpose is to reward and encourage excellence in literary scholarship in colleges and universities. To be eligible, a student must major or minor in a department offering literature and all courses prerequisite thereto, and rank scholastically in the upper 35 percent of his or her class.
4. Phi Alpha Theta is the International History Honor Society. Gwynedd Mercy University's chapter, Tau Omicron, was installed on October 29, 1972. To recognize and encourage excellence in the study of history, the society honors students who have earned B or better in all history courses and maintained at least a 3.0 (B) quality point average.
5. Sigma Zeta is a national science and mathematics honor society. Beta Delta is the Gwynedd Mercy University local chapter. The purpose of this society is two-fold: 1) to encourage and foster the attainment of knowledge of the sciences and mathematics; 2) to recognize the attainment of high scholarship among those qualified for membership in this society.
6. Iota Kappa Chapter, Sigma Theta Tau, International Honor Society of Nursing, Inc. The purposes of this international honor society are to recognize and foster in nurses superior achievement, the development of

leadership qualities, high professional standards, creative work, and commitment to the ideals of the nursing profession.

7. Alpha Sigma Lambda is the national honor society for returning adult students. Its purpose is to recognize and reward the hard work, motivation, academic success, personal growth, and leadership qualities of its inductees and is housed in the Office of Academic Affairs.

8. Lambda Beta is the national honor society for the profession of Respiratory Care. This honor is conferred by the program faculty to students that exemplify superior academic achievement and exceptional professional growth and leadership.

9. Alpha Eta is the national honor society for the allied health professions. The purpose of the honor society is the promotion and recognition of significant scholarship, leadership and contributions to the Allied Health Professions. Students who have a GPA of 3.5 overall and 3.0 in their major are nominated by the faculty for induction into the society.

10. Lambda Nu is a national honor society for the radiologic and imaging sciences. Its objectives are to: foster academic scholarship at the highest academic levels, promote research and investigation in the radiologic and imaging sciences and recognize exemplary scholarship. Students who have a GPA of 3.5 overall and 3.0 in their major are nominated by the faculty for induction into the society.

11. Psi Chi, the international honor society in Psychology, founded in 1929 for the purpose of encouraging, stimulating and maintaining excellence in scholarship and advancing the science of psychology. Psychology majors or minors with a minimum 3.0 grade point average and are in the top 35% of their class may be invited to join.

12. AlphaPhi Sigma is the international honor society for graduate and undergraduate student in the field criminal justice. Founded in 1942, this society recognizes students for academic excellence and community service. Students with a 3.2 GPA overall and within the major may be invited to join Gwynedd Mercy University's Kappa Delta Chapter.

13. Sigma Beta Delta is the international honor society for business, management and administration. The purposes of Sigma Beta Delta are to encourage and recognize scholarship and achievement among students of business, management and administration, and to encourage and promote personal and professional improvement and a life distinguished by honorable service to humankind.

427U

Application for Graduation

All students must submit an application for graduation using Colleague Self-Service. Deadlines for application are published in the academic calendar. Submission of an application does not guarantee graduation. Late submission may postpone graduation and/or receipt of a diploma.

434U

Concurrent Pursuit of Two Bachelor Degrees

A student who has been accepted into a bachelor degree program and wishes to earn a bachelor degree in a second area of study must have a minimum grade point average of 3.0, after the completion of 30 credits. The permission to pursue this second degree will be granted by the Provost/ Vice President for Academic Affairs and the Dean(s), and must be obtained in writing. Students will be required to complete a minimum of thirty (30) credits beyond the minimum specified credits for the first degree, in addition to the general education courses required by both degrees. General education courses completed in the primary bachelor degree do not need to be repeated. The student must meet all minimum grade requirements of both degree programs. Upon meeting the degree requirements for both bachelor degrees, two degrees will be awarded to the student.

(Example: One major program with BA degree, the second major program with BS or BSN degree)

438U

Consortium Participation

Acadeum

Gwynedd Mercy University is a participating Member of the Acadeum. Acadeum is a virtual academic consortium in which member institutions collaborate in sharing online, credit-bearing courses and programs. As a member, Gwynedd Mercy University makes available to its students, online courses offered by other members. Our students may register for an online course offered through Acadeum after consulting with their advisor and receiving the necessary approvals. Students who take an Acadeum course are billed through Gwynedd Mercy University at the prevailing per credit rate.

Member of the South Eastern Pennsylvania Consortium for Higher Education (SEPCHE)

SEPCHE is a consortium of eight independent higher education institutions in the Greater Philadelphia region who engage in a collaborative approach to the challenges of higher education and work together to promote quality and efficiency of academic programming, student access, faculty development, institutional operations and community outreach, through sharing of a range of multi-functional activities, services and information. Other members of SEPCHE are: Arcadia University, Cabrini College, Chestnut Hill College, Holy Family University, Immaculata University, Neumann University and Rosemont College.

The SEPCHE Cross Registration Program is designed to provide increased educational access to all eight-member institutions for students at any member school. The SEPCHE schools include: Arcadia University, Cabrini College, Chestnut Hill College, Gwynedd Mercy University, Holy Family University, Immaculata University, Neumann University and Rosemont College.

Through this program, students may take courses that might not be available at their home campus and experience the varied and diverse resources on member campuses across the Delaware Valley. The website is: www.sepche.org

Cross Registration Guidelines

Who Can Participate: Full-time undergraduate matriculated students paying full-time tuition at any SEPCHE member institution may register for up to two undergraduate courses a year at any other SEPCHE member institution provided they have fulfilled any prerequisites stated, that there is space available in the course and that the course or its equivalent is not given at the home institution in the same semester. Students must have completed at least one year as a full-time student at their home campus before taking courses through cross registration. Registration applications are completed by the student and his/her advisor and then submitted to the Assistant Registrar.

The cross registration program functions only in Fall and Spring semesters. Cross registration is not available for accelerated or weekend courses, independent study, tutorials, internships, practicum field experience, student teaching experiences, private music lessons, or per credit hour or graduate students.

Scheduling: Students must adhere to the registration policies and deadlines of the host institution, including those for adding and dropping courses. Students are responsible for adjusting to differences in academic schedules and calendars.

Grading Practices: Grades received in courses taken through SEPCHE Cross Registration are calculated in the home campus grade point average. If there are differences in grading schemes, that of the home institution will prevail.

Credits: Credits earned count toward graduation requirements on the home campus. Substitution of courses taken through cross registration for required courses in a major (or minor) requires special approval by the major (or minor) department or division.

Tuition and Fees: No tuition or fees will be charged by the host institution, except for special or extra fees that are part of courses taken, such as lab fees. The student is responsible for these fees, which will be collected by the home institution.

Other Information: Students are responsible for transportation to and from the host campus. There will be no additional charge for parking for SEPCHE students on the host campus. Students must follow normal procedures of the host campus to obtain campus identification and parking permit.

How to Cross Register: Check the host institution's web site course listing or contact the SEPCHE representative in the home Registrar's Office to determine if space is available in the course(s). Fill out a separate SEPCHE Cross Registration form (available in Registrar's Office) for each course. Get appropriate approval signatures from your advisor and/or division/department chair or dean. Take the cross-registration form(s) to the SEPCHE contact in the Registrar's Office.

439U

Evaluation of Transfer and Other Credits

Courses completed more than 10 years (7 years for science courses) from a student's date of acceptance are judged on a case-by-case basis by the Dean of the School the student is entering as to their applicability in fulfilling current program requirements of that School. This general University provision does not replace existing provisions of a School that are more restrictive in nature.

Every student is given individual attention at Gwynedd Mercy University. Transcripts from other colleges and universities are evaluated by the Admissions Office and Registrar's Office, in consultation with the Dean to determine Gwynedd Mercy University's course equivalencies for appropriate transfer credits.

All transfer students are required to earn a minimum of thirty (30) credits at Gwynedd Mercy University for an associate degree and 45 to 50 credits, as defined by each school, at Gwynedd Mercy University for a bachelor degree. This credit requirement does not change regardless of the number of credits accepted in transfer. Additionally, at least half of the credits required for the major must be completed at Gwynedd Mercy University. The number of credits in the major varies within each degree program.

Official transfer evaluations will not be completed for students entering the University Studies program. The Registrar's Office may provide, upon request, unofficial notations indicating which courses might be transferred to Gwynedd Mercy University. These unofficial notes are in no way a contract with the student and will only be used as a guide for registration.

The following criteria will be used in the evaluation of transcripts submitted to Gwynedd Mercy University:

1. A minimum grade of "C" or better from a regionally accredited college or university.

2. Developmental courses which carry credit do not satisfy requirements within the major or general education component of a degree program. These courses do not count toward graduation.
3. No transfer credits may replace the Signature Seminars.
4. Grades of "P" (Pass) or "S" (Satisfactory) are generally not acceptable for transfer (except under the "second degree program"). Some Schools do allow for exceptions to this policy; each is evaluated on an individual basis.
5. Challenge examinations carrying a grade of "P" or "S" completed at another regionally accredited institution may be accepted in transfer within the general education or major component of a degree program; each is evaluated on an individual basis.
6. Training and experience within a branch of the military that has been evaluated for credit by the American Council on Education may be acceptable for transfer credits.
7. Gwynedd Mercy University participates in the Advanced Placement Examination Program (AP) and the College Level Examination Program (CLEP). These credits are considered Gwynedd Mercy University credits and are processed through the Registrar's Office.
8. Although course titles and credits earned appear on Gwynedd Mercy University's Transcript, courses accepted in transfer are not included in the computation of Semester or cumulative grade point averages.
9. Students may petition to have courses accepted in transfer that were not accepted as a result of an initial evaluation. Usually, course descriptions and course outlines would need to be forwarded by the student for any course in question. In all cases, the submitted material is reviewed by the Registrar's Office and by faculty within the subject area of the courses in questions.
10. Transcripts received from institutions outside of the United States must be evaluated (course -by-course) by the (WES) World Educational Services of New York. Gwynedd Mercy University will generally follow the recommendations of this service. Individual Schools within the University reserve the right to refuse any credit recommendations Made by World Educational Services.
11. The Registrar's Office will evaluate only official transcripts accredited by regional Accreditation for all schools attended. This official evaluation is done after students accepted.
12. The Registrar's Office is responsible for the official transfer of credit. Official transcripts from ALL colleges attended must be on file at the time of admission. ***COVID19 Guidance for AY2020-2021: During COVID19, students may submit unofficial transcripts for Admission but are required to provide official transcripts prior to the start of the semester.*
13. Official transcript evaluation is processed after admission to the University. "Issued to Student," unofficial transcripts are not use for transfer evaluation

Credit by Evaluation

In order to recognize knowledge and experience attained through non-formal and non-traditional approaches to learning, the University utilizes several evaluation methods. Qualified students, with approval, may take examinations for academic credit as applicable to a given program of study. Students must arrange for non-traditional testing by obtaining an approval form signed by the Dean of the School for their major as well as from the Dean of the School for the course. Demonstrated evidence of "out-of-school" knowledge or experience is considered in the approval decision. Students must complete testing at least one full semester prior to graduation. Unless authorized, thirty (30) Gwynedd Mercy University credits must be earned before credits are posted. Open electives cannot be fulfilled through testing modes. Students may not earn credit for any course which they have audited or for which they have received a

grade. Credit by Evaluation cannot be used to replace a course previously completed course. A student who fails a challenge must enroll for the regular course in order to complete graduation requirements. Posting charges are listed in the catalog under Expenses. If the applicant is successful, the appropriate dean will notify the Vice President for Academic Affairs who will arrange for proper credit to be entered on the student's transcript.

CLEP : The College Level Examination Program, offered through the College Board, provides a standardized testing program for a variety of courses. Prior to taking a CLEP exam, the approval form must be secured. CLEP credit is not applied to open electives. Appropriate passing scores are determined by Gwynedd Mercy University. After review of the score, appropriate signatures secured through the Dean and the Vice President for Academic Affairs, and payment through Student Billing, the credit is posted on the permanent record. Payment and posting must be one semester prior to graduation.

Challenge Examination: Departmental challenge examinations may be given in the event that an approved examination is not available. The examination may include written, oral, laboratory tests or a combination of these; it will be significantly comprehensive to establish that the student possesses essentially the equivalent knowledge and skills as that of a student who successfully completed the course. After approval to take the challenge is granted, completing the exam successfully and payment is made, the credit is posted on the transcript. Payment and posting must be one semester prior to graduation.

Prior Learning Assessment: This is a formal process and procedure for the granting of credit for life experience. Students may apply for prior learning credits at any time prior to their last semester before graduation (for the School of Graduate and Professional Studies students, prior to taking the final 15 credits); however, students must have earned at least 30 credits at Gwynedd Mercy University before credits will be applied to the transcript. No credit for life experience can be applied to courses required as part of the Social Work Degree (BSW) program. There is a non-refundable per-credit application fee.

Application for prior learning includes the submission of a detailed portfolio that demonstrates the college-level learning. The learning experience demonstrated and verified through prior learning assessment (PLA) must have the academic equivalence of college-level learning.

Developmental, remedial, or self-help courses are not comparable to college-level courses. Portfolios are evaluated by trained faculty assessors, who determine the number of credits awarded. Decisions concerning credit awarded will be communicated to the student by the dean of the program in which the credit request is housed. Consult the *PLA Student Handbook* available through the Office of Academic Affairs for further information. For information on preparing a prior learning assessment portfolio for nursing, see below.

Nursing Portfolio: The School of Nursing offers qualified registered nurses the opportunity to record professional knowledge and competence that reflects content included in a selected bachelor nursing course. A student must meet with the appropriate nursing faculty member to discuss eligibility, the procedure and complete the approval form for the portfolio process. Portfolios are submitted prior to the semester in which the selected course is regularly scheduled. A total of 12 credits towards BSN nursing credits may be earned through this method. Following completion of requirements, payment and thirty (30) credits earned at the University, portfolio credit will be recorded. Contact the School of Nursing for further details.

Minor Program

Students interested in earning a minor should consult the specific section of the catalog that pertains to that subject. Students must check with the appropriate Dean and complete a “Change of Major/Minor” form which is submitted to the Registrar’s Office. Forms can be obtained on the Registrar’s Office website.

432U

Off-Campus Credit Approval

Students, once matriculated, are expected to complete all course work at Gwynedd Mercy University. Approval to take courses at another regionally accredited college or university will be granted to students in good academic standing only if special or mitigating circumstances exist. No off-campus courses will be permitted during the student’s last semester prior to graduation unless a course is required for graduation and not offered at Gwynedd Mercy University. If a student is required to repeat a course, the repeated course must be taken at Gwynedd Mercy University.

Credits for approved courses taken at another regionally accredited institution will be transferred upon successful completion of the course with a grade of C (2.00) or better and upon receipt by the Registrar’s Office of an official transcript from the other institution. Students should confer with their advisor, as some Schools within the University may require a higher grade for credit transferability. Students who have earned and/or transferred 60 or more credits toward a bachelor degree may request off-campus courses only at regionally accredited baccalaureate-granting institutions.

Students must submit a completed “Course Off Campus” form (found on the Registrar’s Office website) to the Office of Academic Affairs *prior to registering for the course(s) at the other institution*. The University will not accept transcripts or apply credits for courses taken off campus that were not approved by all required parties in advance.

440U

Participation in Physical Education Courses with Academic Credit

Any student seeking a degree at Gwynedd Mercy University may enroll in any two PE courses. These courses are one credit open electives which meet for eight weeks of the semester. No more than a total of two (2) PE credits may be counted towards the total credits required for any degree. Students are welcome, of course, to enroll in additional PE courses on a non-credit basis.

437U

Pre-Law Option

Gwynedd Mercy University offers a Pre-Law Option. This option is given in conjunction with the following major: history. The student receives the bachelor’s degree in his or her major field, but the special pre-law component prepares the student for the rigors of law school. The pre-law component is described under each participating major.

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Registration

Students are expected to register within the dates published on the Registrar’s Office website (see Academic Year). The University reserves the right to cancel all courses for which there is insufficient registration. A student who has not satisfied all financial obligations in any department of the University will not be able to

register. Responsibility rests with the student for the selection of courses that will satisfy the requirements of the University for graduation. Each student is assigned an advisor to assist with course scheduling. The student must consult with his or her advisor each semester/session. An advisor's signature or an online approval is required for registration.

435U

Second Degree Program

A student who has earned a bachelor degree from a regionally accredited college or university and is accepted into an associate or bachelor degree program at Gwynedd Mercy University enters the degree through the "second degree" program. The Dean will complete an evaluation of previous college work, and a curriculum will be tailored toward the needs of the student. A minimum of thirty (30) credits at Gwynedd Mercy University will be required of all students who are accepted through this program. Student will be awarded 95 credits of advanced standing credits. The student would be required to complete all courses deemed necessary by the Dean of the School or Program Coordinator of the major, as well as any general education courses that are listed as requirements for eligibility of graduation.

433U

Single Degree for Two or More Major Programs

Students with a minimum cumulative grade point average of 3.0, after the completion of 30 credits or permission of the Program Coordinator, may elect to pursue a degree in a second major program, as long as it is the same type of degree as their primary major program. The permission to pursue such a degree must be granted by the Dean(s) and obtained in writing. The student is responsible for all major courses, specified by the Dean of the second major area of study.

(Example: Two major programs, both earning a BA, BS, or BSN degree)

305U_Rgstr

Student Eligibility

Students must be officially registered at the University in order to attend class. If the student is not on the class list, the professor must ask the student to leave that class. Students enrolled in Term Programs must report to the Campbell Solution Center to resolve administration issues. Students enrolled in Non-Term programs should contact their assigned Academic Advisor or email adultadvising@gmercyu.edu. The student will not be able to report back to class until they are officially registered.

209U_Rgstr

Transcripts, Requests

The Family Educational Rights and Privacy Act of 1974, as amended, prohibits the release of educational records by institutions without the specific written consent of the student. Students or alumni may request copies of their transcripts by writing to the Registrar's Office. There is no charge for copies sent between offices at Gwynedd Mercy University. Transcript requests are processed in the order received and require 2 to 3 days to process. Specific deadlines should be mentioned when requesting the transcript. A student who has not satisfied all financial obligations in any department of the University will not be able to receive transcripts. Students can visit the Registrar's web page on www.GMercyU.edu for instructions on requesting a transcript.

441U

500U

TECHNOLOGY SERVICES

Computer Use Policy

The computer technology sources (lab or smart classroom facilities, hardware, software and media equipment) at Gwynedd Mercy University are provided to assist students, faculty, administration and staff in the pursuit, collection, and presentation of academic information. Because these computer technology resources are the property of Gwynedd Mercy University, their operation by individuals associated with the University should be consistent with the mission and values of the institution. (Please refer to the student handbook for the complete computer use policy of the University.)

Learning Management System

Students should be aware that the Learning Management System records student usage data. Instructors have access to this data and can monitor student activities while they are using Canvas or Blackboard. It is a student conduct violation to download recorded conversations to a computer, upload them to the internet, or otherwise share, transmit or publish such recordings without the prior written consent of all participants (unless the professor has agreed in writing to such action and the recording is a recording of the professor's class).

The following technology resources are available for students:

- IT Service Desk (Help Desk) – communication and support of technical needs and requests
- Computer Labs – Six computer labs
- Classrooms and Technology Enhanced Rooms – for teaching, learning and presentations
- Wireless Access – connections in common areas of each major building on campus
- Campus Network – highly available, redundant internet service providers and secure
- Emergency Notification Center – Omnilert campus text message notification for important announcements
- Blackboard/Canvas – a learning management system for courses and collaboration

Computer Labs and their Descriptions

Gwynedd Mercy University offers multiple labs serving the faculty, staff, and students. These labs are maintained by Institutional Technology Services with the various software and hardware. Each lab is managed by their individual departments listed below. Please contact these departments for lab schedules.

Lab Hours

Labs located on the Gwynedd Valley Campus are open Monday through Friday from 8:00am until 6:00pm. Departmental labs, managed by their individual departments, may be reserved by instructors. These labs would be unavailable during these times.

Gwynedd Valley Campus

Saint Bernard Hall, Room 16

This lab features twenty workstations running Windows 10 and Microsoft Office. This lab is also equipped with a Copier/Printer/Scanner as well as a 75" 4k flat panel screen.

Natural Science & Mathematics & Health Professions Computer Lab (Frances M. Maquire Hall, Room 203)

The Natural Science & Mathematics lab features twenty workstations running the Windows 10 operating system. These workstations support Microsoft Office. This lab is also equipped with a Copier/Printer/Scanner.

Breezeway Computer Area (Fatima Hall/Mercy Hall)

There are 5 all-in-one workstations running Windows 10 Operation System. These workstations have Microsoft Office and this area is equipped with a Copier/Printer/Scanner.

University Hall Lab(University Hall, Room W108)

The University Hall Lab features thirty workstations running the Windows 10 operating system and Microsoft Office. This lab also features a Copier/Printer/Scanner.

Finance Trading Lab (University Hall, Room E204)

The Finance Trading Lab consists of 16 with dual monitor display units running Windows 10 operating system with Microsoft Office. This computer lab also features a 42-foot stock ticker, two digital signage displays for new information about financial markets, a projection system.

Bensalem Campus

Main Lab (Room 114)

The Main Lab features sixteen workstations running the Windows 10 Professional operating system along with Microsoft Office. This area is also equipped with a Copier/Printer/Scanner.

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TUITION & FEES

Term Programs

Tuition for All Programs (Except Nursing and Health Professions)	
<i>2021-2022 Rates are Effective August 15th, 2021</i>	
Full-time: 12-18 credits per semester	\$35,344 per year
Part-time: 11 or fewer credits per semester	\$658 per credit hour
Tuition Overload: 19 or more credits per semester	\$658 per credit hour
Summer Courses: June - August 2021	\$645 per credit hour

Tuition for Nursing and Health Professions Programs	
Full-time: 12-18 credits per semester	\$36,650 per year
Accelerated BSN Program	\$810 per credit hour
Part-time: 11 or fewer credits per semester	\$765 per credit hour
Tuition Overload: 19 or more credits per semester	\$765 per credit hour
Summer Courses: June - August 2021	\$765 per credit hour

Program Specific Fees Payable to the University	
Course Related Fees (not including textbooks)	\$50-100 per course
Radiologic Technology Fee: Junior and Senior year	\$1,500 per year
Student Teaching Observation Fee	\$250
Nursing Fees – Traditional and Weekend BSN (per semester)	\$442-\$490
Nursing Fees – Accelerated BSN (per semester)	\$663-\$714
Integrated Studies Fee (per semester)	\$5000
Public Health Fee (per year charged in Fall)	\$121
Public Health CHES Exam	\$270
Occupational Science Students (Per semester after Junior year)	\$170

Additional Fees Applicable to All Term Program Students	
One-time Acceptance Deposit (all Programs except Weekend and Accelerated Nursing) <i>Non-refundable, applied towards tuition</i>	\$200
One-time Acceptance Deposit (Weekend and Accelerated Nursing Programs only) <i>Non-refundable, applied towards tuition</i>	\$500
One-time Graduation Fee <i>The graduation fee covers only a portion of the costs associated with University commencement events, including fees related to your diploma, diploma cover, and regalia. The graduation fee is payable in the semester of graduation. The fee must be paid by all graduating students whether or not you participate in the commencement ceremony.</i>	\$175
Full-time Student Comprehensive Fee (per academic year) <i>The comprehensive fee contributes towards the cost of providing</i>	\$900 per year

computer/technology access, activities, use of facilities and the other resources generally available to all students.	
Part-time Student Comprehensive Fee (<i>per credit hour</i>) <i>The comprehensive fee contributes towards the cost of providing computer/technology access, activities, use of facilities and the other resources generally available to all students.</i>	\$20 per credit hour

Additional Fees as Applicable	
Bad Check/Credit Card Fee	\$50
Late Payment Fee	\$100
Official Transcript (allow 48 hours for processing)	\$5
Expedited Official Transcript Request	\$25
Printing/copying (exceeding 300 pages free per semester)	\$0.10 per page
Parking Permit for Residential Student	\$85
Parking Permit for Commuter Student	\$55
Challenge Examination Request Fee	\$140 per course
Challenge Examination Earned Credit	\$140 per credit hour

Room Charges for Resident Students <i>2021-2022 Rates are Effective August 15th, 2021</i>	
Fall 2021 Room Reservation Deposit: New Resident Students only	\$200
Room Lottery Deposit: Returning Resident Students only	\$250
Standard Double - <i>Loyola Hall</i>	\$5,630 per year
Standard Double - <i>Alexandria Hall</i>	\$5,936 per year
Deluxe Double - <i>Siena Hall, Saint Brigid Hall, Alexandria Hall</i>	\$6,528 per year
Premium Double - <i>Alexandria Hall</i>	\$6,400 per year
Single Room - <i>Loyola Hall</i>	\$6,650 per year
Single Room - <i>Siena Hall, Saint Brigid Hall</i>	\$7,548 per year
Single Room - <i>Alexandria Hall</i>	\$6,936 - \$7,956 per year

Board Charges <i>2021-2022 Rates are Effective August 15th, 2021. Price freeze-Same as last year. *All resident students are required to participate in a meal plan. Commuter students may choose to participate in any of the plans listed below.</i>	
15 Meals per week Plan	\$6,640 per year
10 Meals per week Plan	\$6,370 per year
100 Block Plan with \$100 MERV dollars	\$1650
15 Block Plan with \$50 MERV dollars	\$250
10 Block Plan with \$25 MERV dollars	\$165

Non-Term Programs

Tuition	
Associate of Science in Business Administration Program	\$285 per credit hour
Bachelor of Science in Business Administration Program	\$490 per credit hour
Bachelor of Science in Applied Psychology Program	\$490 per credit hour

Allied Health Pre-Requisite Courses for Non-Matriculated Students	\$350 per credit hour

Program Specific Fees	
Course Related Fees	\$50-100 per course
**See your Program Description for additional fees that may need to be paid directly to the vendor or professional association	

Additional Fees Applicable to All Non-Term Program Students	
Comprehensive Fee <i>The comprehensive fee contributes towards the cost of providing computer/technology access, activities, use of facilities and the other resources generally available to all students.</i>	\$20 per credit hour
One-time Graduation Fee <i>The graduation fee covers only a portion of the costs associated with University commencement events, including fees related to your diploma, diploma cover, and regalia. The graduation fee is payable in the semester of graduation. The fee must be paid by all graduating students whether or not you participate in the commencement ceremony.</i>	\$175

Additional Fees as Applicable	
Bad Check/Credit Card Fee	\$50
Late Payment Fee	\$100
Official Transcript from the National Students Clearinghouse	\$4
Official Transcript from the Registrar's Office: allow 48 hours for processing	\$5
Expedited Official Transcript Request from the Registrar's Office	\$25
Printing/copying (exceeding 300 pages free per semester)	\$0.10 per page
Challenge Examination Request Fee	\$140 per course
Challenge Examination Earned Credit	\$140 per credit

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Payment Policy

Payment of tuition, fees, and other charges is due on the published due dates. Term Programs, tuition is due in August for the fall semester and December for the spring semester. For Non Term Programs, tuition is due at the beginning of each class. Payment by employer reimbursement or payment plans must be arranged with the Bursar's office prior to the published due dates in order to avoid charges for late payment. Students will not be issued degrees or transcripts and will not be permitted to register for future classes until all financial obligations have been cleared.

Delinquent Accounts: A student who is financially delinquent shall forfeit the privilege of attending classes, and the University shall have the right to withhold grades, transcripts and diploma or certificate until such indebtedness is paid. A student who is financially delinquent at the close of a semester will not be permitted to register for another semester until all accounts are settled. Student accounts that are not resolved by the end of the semester will be placed with a collection agency. The student will be responsible for the full amount due plus all associated collection costs, late fees and legal fees. Third party fees can add up to 40% additional to your past due balances.

Payment by Check: Make all checks payable to GWYNEDD MERCY UNIVERSITY. All checks are to be drawn on US banks and in U.S. dollars. You may mail your check to the Gwynedd Valley campus or pay with an online check through your self-service account. All checks online or mailed are subject to a 10 day waiting period before Billing Holds will be removed.

Payment by Credit Card: The University accepts VISA, Master Card, American Express and Discover. You may use your credit card online through the student's self-service account. You will be assessed a 2.85% convenience fee for using a credit card online or in person.

Payment by Cash

The maximum cash payment accepted is \$1500. This form of payment can only be taken at the main campus location.

Payment through Installment Plan: The Gwynedd Mercy University Installment Plan administered by Touchnet is a convenient way for parents and students to finance education expenses. The installment plan applies to students enrolled in Term Programs, only. Students enrolled in Non Term Programs are not eligible due to the dynamic nature of their programs. The installment plan allows you to spread university expenses over 5, 4 or 3 months depending on when you sign up for the plan for each semester. Fall semester payments start in July. Spring semester payments start in December. Additional information can be found on the Bursar's web page. Students can sign up through their self-service account.

Employer Reimbursement: Students who are reimbursed by an employer may be eligible to receive an extension for payment of a portion of the amount due. Prior to registration a copy of the employer's policy and a statement from the employer stating the student's eligibility is required. Documentation is required at the beginning of each academic year. Ten percent (10%) of the tuition is then required at registration and the balance is due prior to the end of classes.

In view of rising costs, Gwynedd Mercy University reserves the right to increase charges at any time and to make such changes applicable to students presently enrolled as well as to new students.

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Withdrawal / Refund Policy

To be eligible for tuition refund a student must officially withdraw by completing a withdrawal form available in the Office of Academic Affairs. The amount of the refund is based on the date of the withdrawal form is recorded in the Registrar's Office. Not attending class does not automate an official withdrawal.

To be eligible for a refund of room and board a student must officially notify the Office of Residence Life. The amount of the refund is based on the date of the withdrawal is verified by the Office of Academic Affairs. Refunds are established by Residence Life and are included in your housing contract.

No refunds will be issued until at least ten days after the drop/add period. The refund date is established by the Bursar's Office and posted to the Bursar's web page. This includes refunds for overpayment and excess financial aid.

Term Programs

Fall and Spring Semester	Percentage of Refund
Withdrawal prior to the first day of semester	100%
Withdrawal through end of drop/add period	75%
Withdrawal through first week after drop/add period	50%
Withdrawal through second week after drop/add period	25%
Withdrawal after end of second week after drop/add period	none
Summer Schedule	Percentage of Refund
Withdrawal prior to the first day of session	100%
Withdrawal by the end of the first week of session	50%
Withdrawal second week of session to end of session	none

Non-Term Programs

Withdrawal prior to first class	100%
Withdrawal after 1st class	90%
Withdrawal after 2nd class	none

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Student Health Insurance

All full-time undergraduate students enrolled in Term Programs are required to carry health insurance. If a student is not otherwise insured, the University has arranged for basic coverage. A fee for this coverage will be assessed to all full time students. This fee will be waived upon presentation of proof of insurance to the University's Insurance Carrier. In order for the fee to be waived students must complete an online waiver before the deadline established each year. Students who fail to meet the deadline are automatically covered and charged for insurance. There are no exceptions after the deadline has passed. Information about the Health Insurance Plan may be obtained from the Office of Campus Health or the Campbell Solution Center. Do not confuse this online waiver process with proof of insurance to live in the residence halls or play sports on campus.

Resident Student

In order to be eligible to move into the residence halls a student must be officially registered for 12+ credits each semester and be in good financial standing (No financial holds). Financial holds that prevent a student from officially registering and attending classes also prevents a student from moving into the residence halls. Financial matters can be discussed with the staff at the Campbell Solution Center or Bursar's Office. All students must complete their financial aid paperwork and have their funding in place prior to attending any class or moving into the residence halls at the beginning of each academic semester.

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PROGRAMS OF STUDY

Gwynedd Mercy University provides academic offerings ranging from associates and bachelor's degrees to master's degrees, post-graduate programs and certificates and doctoral degrees. The University offers courses in a traditional classroom setting as well as online and a hybrid mix of the two approaches. The University operates a main campus in Gwynedd Valley, as well as a branch campus in Bensalem, PA. Additionally, the University partners with a variety of other institutions to offer unique cross-registration and study abroad opportunities to its students. For a listing of Graduate Programs see the Graduate catalog.

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Programs Leading to the Associate Degree

Associate in Arts

Liberal Studies

Associate of Science

Natural Science

Respiratory Care

Candidates for the Associate Degree are required:

To earn a total of at least 62 semester hours of credit in prescribed major and required general education courses.

To achieve a minimum cumulative quality point average of 2.0.

To earn a grade of "C" or better in the subjects designated as major courses.

Major

Credits earned in the major may not be used to satisfy general education requirements.

Minimum total semester hour credits in the major: 27 Minimum total semester hour credits required for degree: 62

Transfer information for Associate Degree:

Prior to matriculation at Gwynedd Mercy University, a student who accrued 24 or more credits from other universities, may have the FYE credits fulfilled with appropriate transfer credits. Associate degree students must complete two GMERCYU Signature Seminars as part of their degree requirements.

Transfer students must complete one-half of the major requirements through Gwynedd Mercy University credits. For the total degree, at least 30 credits must be GMERCYU credits.

Gwynedd Mercy University associate students moving on to bachelor programs following completion of a GMERCYU associate program need a total of three GMERCYU Signature courses for the bachelor degree.

All official transcripts must be submitted and evaluated prior to matriculation at Gwynedd Mercy University. Official transfer evaluations are prepared through the GMERCYU Registrar's Office. Refer to additional information in the University's Transfer Guide.

Programs Leading to the Bachelor Degree

Bachelor of Arts:

History
History w/Secondary Education
Philosophy
Psychology

Bachelor of Health Science:

Occupational Science (3+2 Occupational Therapy option)
Respiratory Care
Radiation Therapy

Bachelor of Science:

Accounting/Accounting CPA option (4+1 MBA option)
Applied Psychology (Non-Term)**suspended*
Biology
Business Administration with Health Care Administration (Non-Term)
Business Administration with Organizational Management (Non-Term)
Computer Information Science (Artificial Intelligence, Cybersecurity, and Web Design)
Criminal Justice
Digital Communication
Early Education PreK-4
Early Education/Special Education (PreK- 4/SPE PreK-12)
Education Studies
Finance (4+1 MBA option)
Management (4+1 MBA option)
Marketing (4+1 MBA option)
Mathematics **suspended*
Medical Laboratory Science
Nursing
Psychology
Public Health
Radiation Therapy
Radiologic Technology
Sports Management (4+1 MBA option)

Bachelor of Social Work

Social Work

Bachelor degrees require a minimum of 120 credits including the Senior Capstone course.

Major

- Credits earned in the major may not be used to satisfy general education requirements.
- Minimum total semester hour credits in the major: 30
- Minimum total semester hour credits required for the bachelor degree: 120

Candidates for the Bachelor Degree are required:

- To earn a total of at least 120 semester hours of credits in prescribed major and required general education course.
- To achieve a minimum cumulative quality point average of 2.0.
- To earn a grade of “C” or better in the subjects designated as major courses.

Transfer information for Bachelor degree:

- Prior to matriculation at Gwynedd Mercy University, a student who accrued 24 or more credits from other universities, may have the FYE credits fulfilled with appropriate transfer credits.
- If 25-59 accrued credits from previous collegiate work, two Signature Seminars and Senior Capstone course are required
- At 60 and above credits accrued from previous collegiate work, the two Signature Seminars plus Senior Capstone are required.
- Transfer student must complete one-half of the major through Gwynedd Mercy University credits and fulfill specific school minimum GMERCYU credit requirements.
- NO transfer credits may replace the Signature Seminars.
- All official transcripts must be submitted and evaluated prior to matriculation at Gwynedd Mercy University. Official transfer evaluations are prepared through the GMERCYU Registrar’s Office. Refer to additional information in the University’s Transfer Guide.

Programs Leading to Minors

Biological Sciences
Business Administration
Chemistry
Computer Information Science
Criminal Justice
Health Administration
History
Mathematics
Microbiology
Music
Philosophy
Psychology
Religious Studies

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FIRST-YEAR EXPERIENCE PROGRAM

In order to support the transition of first-year students into the Gwynedd Mercy University community, the University requires all eligible first-year students to participate in the First-Year Experience Program (FYE). This program has been designed to develop student engagement with academic and co-curricular programming throughout the University and introduce students to the concept of service to society reflective of the Mercy charism.

The program has three main goals, all necessary for success in the collegiate environment:

- Fostering the development of academic skills;
- Educating students in the Mercy tradition and the mission of the University;
- Supporting the positive growth of interpersonal and social skills.

The two (2) courses required for all eligible students include:

Course Number	Course Title	Credits
FYE-1000	First-Year Experience	2 credits
FYE-1001	First-Year Experience Service	1 credit

Requirements

FYE 1000 is required of all full-time and part-time first-year students during their first semester; FYE1001 is required of all full-time and part-time first-year students during their second semester. Students who matriculate at the beginning of the spring semester are required to take both FYE1000 and FYE1001 during their first semester. Students are not allowed to withdraw from either course except in cases of documented necessity. In all such cases, permission from the Dean of Student Success is required to withdraw from the course. Any student who does not successfully complete FYE 1000 is required to enroll in the course again in the next semester of their attendance. Any student who does not successfully complete FYE 1001 is required to enroll in the course again in the next semester that it is offered upon their return to the University. FYE1000 is a pre- or co-requisite with FYE1001.

Exemptions

Students who are 21 years of age or older or who have accrued 24 or more credits of university experience are exempt from FYE. Students who are exempt from FYE should take a general education elective in place of the FYE courses. FYE courses are not required for students enrolled in accelerated or non-term programs.

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GENERAL EDUCATION PROGRAM

The General Education Curriculum at Gwynedd Mercy University: Growth Through Mercy Connections

In order to prepare the distinctive Mercy graduate as a self-sufficient life-long learner who is an informed, responsible, caring citizen of a diverse global community, the University has established a common educational experience in its required curriculum of general education. This general education curriculum is a beacon, guiding students toward the development of habits of thought and behavior that will serve them in the search for truth in all its complexity. This curriculum promotes the development of humane values that incorporate the ideals of integrity, compassion and mercy. The Signature Seminar component of the general education curriculum offers students the opportunity to discover what is distinctive about Gwynedd Mercy University as a Catholic, Mercy institution committed to the Critical Concerns of the Sisters of Mercy: care of the earth, non- violence, anti-racism, immigration, and women.

Associate Degree Requirements*

General Education, Core Curriculum: Growth through Mercy Connections

Skills for Exploring**	
FYE 1000- First-Year Experience	2 credits
FYE 1001- First-Year Experience Services	1 credit
ENG 101-College English	3 credits
Signature Seminar	
Two Signature Seminars	6 credits
Society and Global Diversity	
HIS, SOC or PSY	3 credits
Exploring the Natural World, Mathematics & Technology	
MTH	3 credits
CIS or Natural Science	3 credits
BIO, CHM, PHY or SCI	3 credits
Exploring the Spiritual World	
PHL or RS	6 credits
Exploring the Arts and the Imagination	
ENG	3 credits
TOTAL	33 credits

*These are the minimum requirements for General Education. Additional courses maybe required by specific associate degree programs.

** FYE courses are not required for students enrolled in Accelerated or Non-Term Programs.

Bachelor Degree Requirements*

General Education, Core Curriculum: Growth through Mercy Connections

Skills for Exploring**	

FYE 1000- First-Year Experience	2 credits
FYE 1001-First-Year Experience Service	1 credit
ENG 101- College English	3 credits
Signature Seminar	
Two Signature Seminars	6 credits
Exploring Society and Global Diversity	
HIS	3 credits
PSY, SOC, POL or GEO	3 credits
HIS, PSY, SOC, POL or GEO	3 credits
Exploring the Natural World, Mathematics & Technology	
CIS	3 credits
MTH	3 credits
BIO, CHM, PHY, or SCI	3 credits
Exploring the Spiritual World	
PHL	3 credits
RS	3 credits
RS or PHL	3 credits
Exploring the Arts and Imagination	
ENG 200***	3 credits
ENG	3 credits
ENG, MUSIC, ART or LANG	3 credits
TOTAL	48 credits

**These are the minimum requirements for General Education. Additional courses may be required by specific degree programs and approved by the General Education Committee.*

***FYE courses are not required for students enrolled in Accelerated or Non-Term Programs.*

**** ENG-200 may be replaced with ENG, MUS, ART or language if it can be documented that the instruction, delivery, and assessment of oral communication skills is incorporated in another required part of the curriculum. This substitution must be approved by the General Education Committee.*

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HONORS PROGRAM

Director: Patrick Messina, PhD

Associate Director: Robert Clewis, PhD

Mission

Students who are enrolled in undergraduate degree programs may be invited to participate in the Honors Program based on admission criteria. The Honors Program provides an academically rigorous and challenging curriculum, steeped in the liberal arts and sciences, to the University's brightest and most industrious students. The Program is committed to preserving an academic culture that inspires a genuine eros for learning. Honors courses are designed to delve deeply into their subject matters in a way that allows students and professors to enter into a conversation of discovery.

Program Description

The Honors Program is a 6-course, alternative general education curriculum designed according to a modern interpretation of the original, medieval "artes liberales (liberal arts)." Each course comprising the Program falls under one of the following categories: dialectic, rhetoric, grammar (trivium); math, science, music (quadrivium). There is a variety of courses within each category, all of which substitute for an appropriately corresponding general education course.

Type: Term Program

Modality: On-Ground

Admission Requirements

First-Year/Transfer Students

- 3.5 GPA
- Interview with Honors Program Director

Current Students

- 3.33 cumulative GPA
- One letter of recommendation from faculty
- Interview with Honors Program Director

Completion Requirements

- Six Honors courses
- 3.0 Honors Program GPA, plus 3.33 cumulative GPA in an undergraduate program

Curriculum

Students in the Honors Program take six courses in these *artes liberales*:

Trivium

Dialectic: philosophy, religious studies, history

Rhetoric: English, political science, communication, history, philosophy

Grammar: English, communication, history, religious studies, philosophy, language

Quadrivium

Music: music, drama, art history, English, communication, philosophy, history, religious studies

Mathematics

Science: interpreted as physical and social sciences

To ensure that honors course credits are applied appropriately and efficiently within a student's academic plan, the student should meet regularly with his/her program advisor and the Director of the Honors Program, preferably each semester at the time of pre-registration, for a review of the distribution and placement of honors credits.

Benefits

- Recognition of Honors Program on transcript and diploma
- Special advising
- Small seminar classes that emphasize interactive learning and critical thinking
- Immersion in a challenging, classical liberal arts education
- Cultural and social events and occasions for informal gatherings with Honors faculty
- The option of on-campus Honors living-learning community
- Enhanced eligibility for graduate study and employment
- Participation by students from a cross-section of academic majors
- Weighted GPA for HON courses

Program Student Learning Outcomes:

- PLO1 Communicate effectively in oral and written formats.
- PLO2 Collaborate with others and interact as responsible, thoughtful, and compassionate citizens of the world of the twenty-first century.
- PLO3 Develop research skills, including the ability to question, synthesize, analyze, reason and interpret information.
- PLO4 Recognize the interconnectedness of knowledge, regardless of discipline.
- PLO5 Identify, evaluate, analyze, and interpret primary sources.
- PLO6 Assess differing and often conflicting interpretations of primary source texts that provide contemporary insights into intellectual, cultural, political, and social movements.

SCHOOL of ARTS and SCIENCES

School Description: The School of Arts and Sciences houses disciplines in the traditional liberal arts and in the social and computational sciences, including English, history, philosophy, religious studies, languages, psychology, sociology, mathematics, music, art, science, and computer science. Major programs of study include Biology, Computer Information Science, Criminal Justice, History, Philosophy, Psychology, Public Health, and Social Work. The Honors Program, a curriculum of rigorous, challenging courses in the liberal arts and sciences, which is open to academically qualified undergraduate students, is also a part of the School of Arts and Sciences.

School Mission Statement: The School of Arts and Sciences is committed to fostering academic excellence by providing a core curriculum and degree programs in the fine arts, humanities, sciences, social sciences, and public health that cultivate habits of mind in graduates who are actively engaged in scholarship, leadership, innovation, and service.

Credit Requirements: Students accepted into a program of study are expected to complete all courses at Gwynedd Mercy University. Transcripts for courses completed at regionally accredited institutions will be evaluated for transfer, and all remaining program requirements will be expected to be completed at Gwynedd Mercy University. The School of Arts and Sciences has a minimum residency requirement of fifty (50) credits for all students transferring into a traditional, non-term bachelor's degree program and a minimum residency requirement of thirty (30) for all students transferring into a traditional, non-term associate degree program.

Administration: Lisa McGarry, Dean; Lisbeth Chapin, Assistant Dean

Faculty

Counseling-- Jen Aucoin, Elizabeth Brokamp, Ellen Henderson
Biology-- Stacey Lettini, Justin McClain, Michelle McEliece, Rebecca Rivard
Chemistry-- Felicia Barbieri, Maria Winters
Computer Information Science-- Cindy Casey, David Peltzman
Criminal Justice-- Patrick McGrain, Lorraine Phillips
History--Michael Clinton
Mathematics-- Sandy Gallagher
Music-- Carol Evans
Philosophy— Robert Clewis, Patrick Messina
Psychology— Stephanie Fratantaro, Rebecca Gullan, John Gunn, Mary Reilly
Public Health— Nazsa Baker, Sharla Willis
Religious Studies-- Kathryn Reinhard, Jennifer Wade
Social Work-- Wade Luquet, Janice Nuss
Writing-- Elizabeth Knauss

DEGREES OFFERED

Major Degree Programs

AA, Liberal Studies
 AS, Natural Science

BA, History
 BA, Philosophy

BA, Psychology
BS, Biology
BS, Computer Information Science with Artificial Intelligence and Machine Learning
BS, Computer Information Science with Cybersecurity and Computer Forensics
BS, Computer Information Science with Web Design and Multimedia
BS, Criminal Justice
BS, Psychology
BS, Public Health

Bachelor of Social Work

Minor Degree Programs

Biological Sciences
Chemistry
Computer Information Science
History
Mathematics
Microbiology
Music
Psychology
Religious Studies

SCHOOL OF ARTS & SCIENCES: MAJOR PROGRAMS

BIOLOGY

Degree: BS

Program Type: Term

Program Modality: On-ground

Program Director/Coordinator: Michelle McEliece

Program Description: The Biology program at Gwynedd Mercy University is an integrated course of study with a strong emphasis on molecular and cellular biology, genetics, and biochemistry. GMercyU's biology students gain a broad foundation in the physical sciences, with required coursework in chemistry, physics, and mathematics. Students who graduate from the program automatically earn a minor in chemistry with their degree. The program provides training in modern laboratory skills, utilizing current technology that is applicable to research in a graduate program and in demand by biotechnology and pharmaceutical companies. All students in the biology program must complete a research experience, providing practical, hands-on experiential training that is critical for future employment or graduate study.

Graduates from the biology program possess the knowledge and skills to succeed in graduate or professional school or in employment in a variety of fields and our students are employed or in a graduate program within a year of graduation.

Program Student Learning Outcomes: **PLO1** Communicate scientific information in a variety of formats to audiences of varying scientific sophistication in an appropriate scientific style. **PLO2** Recognize, articulate, analyze, and synthesize the fundamental principles of molecular, cellular, and organismal biology, including

genetics, biochemistry, ecology, etc., and relate to them the foundational principles of chemistry, physics, and mathematics. **PLO3** Plan and implement a strategy to answer a scientific question; Demonstrate the ability to collect data using appropriate laboratory and field techniques, instrumentation, and methodology and to retrieve data from the scientific literature and from on-line databases; Demonstrate the ability to analyze and interpret data to produce meaningful conclusions. **PLO4** Apply ethical judgment in the review of experimental design, implementation, presentation, and collaboration as well as in the application of scientific technologies and to recognize ethical conflicts when they occur.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Biology applicants are required to have units in biology, chemistry, algebra I, algebra II and geometry or equivalent within the required 16 high school units. Biology students who opt to submit SAT scores are required to have an SAT score of 530 or higher in math. Students who do not submit test scores are required to schedule an admissions interview and submit at least one letter of recommendation from a science teacher.

Internal/External Transfers: Students transferring to the Biology Program at GMercyU from outside the institution must apply to the University and meet the minimum program requirements. To receive credit for courses taken elsewhere, submission of a transcript must be submitted, and the program may request a course syllabus to appropriately evaluate course equivalency. Once accepted, students will meet with the program coordinator to determine the appropriate time expected to graduation given the student's prior coursework.

Students transferring into the Biology Program from another program at GMercyU must meet with the coordinator of the program to discuss the program and determine whether they qualify for acceptance into the program and, if so, what the timeline to degree completion would be. If accepted, the student must submit a change-of-major form. At that time, they will be assigned an academic advisor who will work with the student to plan their degree progress.

Academic Standards/Grade Requirements: Grades of "C" or higher are required in each major course in the Natural Sciences Department. A student may achieve less than a "C" grade in only two major courses, including mathematics requirements, and their prerequisites, and they may repeat these courses only once. If a student, regardless of cumulative grade point average, achieves less than a "C" grade on the third major course, or fails to bring all grades up to a "C" with one repeat, the student may be dismissed from the program.

Attendance Policies: Students are expected to adhere to the attendance policies outlined by course instructors in individual courses. Attendance is required in all laboratory courses.

Academic Progress, Probation, and Program Dismissal: At the end of each academic semester, your progress toward the bachelor's degree in biology will be reviewed by a committee composed of the full-time faculty of the biology program. If your progress toward the degree is considered unsatisfactory, the committee will examine your transcript in detail. If the unsatisfactory final grade is a first-time occurrence, you will receive a letter from the program coordinator notifying you of your unsatisfactory progress. If the unsatisfactory grade is a second occurrence involving two different courses, you will receive a letter from

the program coordinator notifying you of your continued unsatisfactory progress and placing you on program probation, with a strong warning of the consequences of a third unsatisfactory grade. If the unsatisfactory grade is a third occurrence or if it is a second unsatisfactory grade in a course you have repeated, this is grounds for dismissal from the program.

You may appeal the dismissal decision in writing and the committee will consider all circumstances before deciding whether the dismissal decision should be upheld or if you should continue on program probation. Information provided by relevant faculty will be considered during the committee's deliberations on dismissal. If you are facing dismissal from the biology program for academic deficiencies, you may petition for a suspension from the program for one academic year instead of permanent dismissal. This suspension is designed to encourage you to examine your commitment to a future in biology and to remediate any circumstances which have contributed to your lack of progress. During this suspension, you may not enroll in any courses in the biology program; however, you may enroll in general education courses. At the end of the suspension, you may resume studies in the biology program; however, any future academic deficiency will result in immediate and permanent dismissal from the program.

Course Withdrawal Policies: Sometimes you need to withdraw from a course rather than risk an unsatisfactory grade. You must do this before the last day of the withdrawal deadline. You should first discuss your withdrawal with the course instructor. You must meet with your advisor to discuss the proposed withdrawal. You must be careful to make sure that your withdrawal does not adversely affect your financial aid or residence hall arrangements. Your advisor will fill out and sign a Course Withdrawal form. You must bring the Course Withdrawal to the Dean of the School of Arts and Sciences for your withdrawal to become official. You cannot withdraw from a course via Colleague. If your form is received by the Office of Academic Affairs after the deadline, you are not allowed to withdraw from the course.

NOTE: If you stop attending class but do not officially withdraw from a course, you will receive an "F" on your permanent transcript for the course.

Experiential Learning: *NOTE: Students are responsible for their own transportation to and from off campus experiential learning opportunities*

Other: All students are expected to complete a research experience to satisfy the BS in Biology. Students are also expected to complete a portfolio in their senior year. All students must take the ETS® Major Field Test in Biology to be certified for graduation.

COMPUTER INFORMATION SCIENCE

Degree: BS (Artificial Intelligence and Machine Learning; Cybersecurity and Computer Forensics; Web Design) and Minor

Type: Term

Modality: On-ground

Program Director/Coordinator: Cindy Casey

Program Description: The Computer Information Science program combines the fundamental problem-solving capabilities of computer science with hands-on experience in several areas of CIS, including programming, networking, cybersecurity, computer forensics, artificial intelligence, machine learning, data mining, database development, web design, multimedia, and mobile applications.

Program Student Learning Outcomes: **PLO1** Understand the professional, ethical, security, and social impact computers and technology have on society; **PLO2** Possess the ability to communicate technical subject matter in a variety of formats; **PLO3** Demonstrate innovative approaches in addressing technical issues; **PLO4** Demonstrate problem-solving abilities for analyzing a technical problem through finding and implementing a solution; **PLO5** Strive to consciously develop and apply technologies without bias.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Note: Same as University

Transfers, Internal: Students interesting in changing their major to the BS Computer Information Science program may do so at any time but must have earned a GPA of 2.5 or higher prior to being accepted into the program. Internal transfers will meet with the Program Director to discuss their interest, the requirements of the program, and the transfer of credits from their previous major.

Transfers, External: Any student who has been enrolled in a regionally accredited post-secondary school of higher education and accepted into Gwynedd Mercy University as a transfer student may apply for admission into the BS Computer Information Science program. The Registrar's office will conduct a transfer equivalency analysis of the applicant's completed credits. Course credits from another accredited institution will be accepted if they correspond to the courses offered at Gwynedd Mercy University and if the course grades are C or higher (C- is not an acceptable grade for transfer). The Program Coordinator will review all transcripts and course descriptions from the sending university to determine course equivalency.

Academic Standards/Grade Requirements: Grades of "C" or higher are required in each major course in the Computer Information Science program. A student may achieve less than a "C" grade in only two major courses and their prerequisites, and they may repeat these courses only once. If a student, regardless of cumulative grade point average, achieves less than a "C" grade on the third major course, or fails to bring all grades up to a "C" with one repeat, the student may be dismissed from the program.

Attendance Policies (including Lab/Clinical Attendance Policies) : Class attendance and participation is an integral part of the collaborative learning environment. Students with frequent unexcused absences typically do not do very well and oftentimes must repeat the course.

Academic Progress, (Probation), and Program Dismissal: Students must earn a grade of "C" or better in CIS 104, 110, 114, 116, 203, 204, 215, 230, 301, 304, 318, 321, 330, 410, *CIS 420 CIS 4000 (*not required for cybersecurity and computer forensics option). Additionally, the Cybersecurity and Computer Forensic and Web Design and Multimedia options requires MTH 231, 234, and 261. Artificial Intelligence and Machine Learning also requires MTH 235 and MTH 245. In addition to the core requirements, CIS majors select one of three professional options: Cybersecurity/Computer Forensics, Artificial Intelligence/Machine Learning, or Web Design/Multimedia. Students with ≤ 2.0 GPA may be dismissed from the program.

Course Withdrawal Policies: Students who desire to withdraw from one or more courses may do so within the course withdrawal period. Any student who seeks to withdraw from courses within the course withdraw period must submit a Course Withdrawal form to the Registrar's Office. The Course Withdrawal form can be

found in the Campbell Solution Center or on the Registrar's Office website. The deadline for course withdrawal is published each semester/session in the Academic Calendar and may be obtained through the Registrar's Office, on the Registrar's website or in the Office of Academic Affairs. Students who request a course withdrawal after the end of the withdrawal period must submit the Course Withdrawal form in addition to the appropriate documentation that supports their request to the School Dean for approval. Students are financially responsible for all courses from which they withdraw.

Non-Academic Criteria for Admission, Progression and Retention

Professional Disposition and Conduct: Students are responsible for exhibiting conduct that is appropriate to their professional training and education. The CIS Program will not tolerate any act that violates the policies put in place by the university. Gwynedd Mercy University is committed to maintaining a positive learning, working, and living environment that is free from unlawful discrimination and harassment. It is the student's responsibility to familiarize themselves with the University's Policies.

Technology Requirements: Access to a Machine (physical or virtual) running Windows Operating System. All software, labs, hands-on projects, and assignments require the latest version of Windows.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

CRIMINAL JUSTICE

Degree: BS

Type: Term

Modality: On-ground

Program Director/Coordinator: Patrick McGrain

Program Description: The Criminal Justice program at Gwynedd Mercy University is designed with professionalism, Mercy, and excellence in mind. The program is intended to offer a multi-disciplinary education to students interested in a variety of criminal justice-related topics, all with the goal of advancing their careers, both academically and practically. The course offerings are created to promote critical thought in the application of education to the field of criminal justice, as well as fostering ethical standards for practitioners and academicians alike. The Criminal Justice Program at Gwynedd Mercy University is designed to graduate well-rounded scholars who are given the tools to excel in their chosen careers and promotes the following objectives in furtherance of these goals: The goal of the Criminal Justice program is to provide the best quality education, both in curriculum design and course content, keeping up to date in the rapidly changing field of criminal justice. The intent is to create a well-rounded graduate, who has the ability to make a positive contribution to the field of criminal justice and the larger society. With the Mission of the program and University in mind, students will be able to achieve the following goals upon completion of their Criminal Justice education at Gwynedd Mercy University:

Program Student Learning Outcomes: PLO1 Elucidate the various criminological theories and utilize them to explain various types of criminal behavior, including both violent and non-violent crimes. PLO2 Discuss the historical environment behind problematic behavior that has had a negative effect on minorities, and how the criminal justice system has addressed the correlates that lead to the perpetuation of such actions. PLO3 Analyze ethical decision making, becoming familiar with the major moral and social systems, and their

relevance to issues in both criminal justice and in larger societal settings. PLO4 Identify the purposes and philosophies of the American correctional system, including its use of various punishments and correctional behavior, and articulate the key features of each. PLO5 Explain the various procedures in the investigation of criminal behavior, understanding the systematic arrangement and theoretical reasoning behind each legal and practical step. PLO6 Analyze the adversarial legal system in the United States, including the various courts, constituents, and procedures, and explain how they have shaped the legal system as it currently stands in this country.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Any student accepted into the University may declare Criminal Justice as a major.

Internal/External Transfers: Same as University

Academic Standards/Grade Requirements: A grade of C or higher is required in each of the major courses, including PSY 100 and SOC 100, two general education requirements. A student may achieve less than a “C” grade in only two major courses and he/she may repeat these courses only once.

Attendance Policies: See University requirements

Academic Progress, (Probation), and Program Dismissal: If a student, regardless of his/her cumulative grade point average, achieves less than a “C” grade on a third major course, or fails to bring all grades up to a “C” with one repeat, he/she may be dismissed from the program.

Course Withdrawal Policies: Same as University

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain valuable experience. Requirements and other information regarding the internship are detailed in the program handbook. Students should consult with their academic advisor the year before they plan to register for the internship. *Students are responsible for their own transportation to and from off campus experiential learning opportunities*

HISTORY

Degree: BA

Type: Term

Modality: On-ground

Program Director/Coordinator: Michael Clinton

Program Description: The history degree supports students’ search for truth through excellence in teaching and scholarly research to develop knowledge, technological competence, and aesthetic and ethical values

for success in a global society. The program provides history majors with an educational foundation that prepares them for careers in law, government, industry, and other public and private sectors.

Program Student Learning Outcomes: PLO1 Effectively read, reflect upon, and respond appropriately to historical information. PLO2 Ask pertinent questions about the human past that lead to solving current human problems. PLO3 Identify, evaluate, analyze, and interpret primary and secondary sources. PLO4 Critically assess differing, and often conflicting, interpretations of historical events and intellectual movements. PLO5 Become responsible, thoughtful, and compassionate citizens in the global world of the Twenty-first century through the study of history.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures Note: Same as University

Internal/External Transfers: Same as University

Academic Standards/Grade Requirements: The minimum passing grade for all required courses in the major is “C.” Any grade lower than a “C” in more than one major course may result in dismissal from the program. Students who earn less than a “C” in a required course may repeat it only once; if the repeat results in a grade less than a “C,” the student will be dismissed from the program.

Attendance Policies: Same as University

Course Withdrawal Policies: Same as University

NATURAL SCIENCE

Degree: AS

Type: Term

Modality: On-ground

Program Director/Coordinator: Michelle McEliece

Program Description: The Associate Degree program in Natural Science is intended not only for prospective Biology majors, but also for students interested in earning an associate degree prior to entering programs in medical technology, physical and occupational therapy, pharmacy, and cytotechnology. It is also meant for individuals employed at local pharmaceutical or biotechnology companies who require a degree credential to achieve promotion. The associate degree is based in the first two years of coursework in the Biology Program; as such, it serves as an integrated course of study in biology, chemistry, and mathematics, with an emphasis on molecular and cellular biology.

Program Student Learning Outcomes: **PLO1** Communicate scientific information in a variety of formats to audiences of varying scientific sophistication in an appropriate scientific style. **PLO2** Recognize, articulate, analyze, and synthesize the fundamental principles of molecular, cellular, and organismal biology, including genetics, biochemistry, ecology, etc., and relate to them the foundational principles of chemistry, physics,

and mathematics. **PLO3** Plan and implement a strategy to answer a scientific question; Collect data using appropriate laboratory and field techniques, instrumentation, and methodology and to retrieve data from the scientific literature and from on-line databases; Analyze and interpret data to produce meaningful conclusions. **PLO4** Apply ethical judgment in the review of experimental design, implementation, presentation, and collaboration as well as in the application of scientific technologies and to recognize ethical conflicts when they occur.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Natural Science applicants are required to have units in biology, chemistry, algebra I, algebra II and geometry or equivalent within the required 16 high school units. Natural Science students who opt to submit SAT scores are required to have an SAT score of 530 or higher in Math.

Internal/External Transfers: Students transferring to the Natural Science program at GMercyU from outside the institution must apply to the University and meet the minimum program requirements. To receive credit for courses taken elsewhere, submission of a transcript must be submitted, and the program may request a course syllabus to appropriately evaluate course equivalency. Once accepted, students will meet with the program coordinator to determine the appropriate time expected to graduation given the student's prior coursework. Students transferring into the Biology Program from another program at GMercyU must meet with the coordinator of the program to discuss the program and determine whether they qualify for acceptance into the program and, if so, what the timeline to degree completion would be. If accepted, the student must submit a change-of-major form. At that time, they will be assigned an academic advisor who will work with the student to plan their degree progress.

Academic Standards/Grade Requirements: Grades of "C" or higher are required in each major course in the Natural Sciences Department. A student may achieve less than a "C" grade in only two major courses, including mathematics requirements, and their prerequisites, and they may repeat these courses only once. If a student, regardless of cumulative grade point average, achieves less than a "C" grade on the third major course, or fails to bring all grades up to a "C" with one repeat, the student may be dismissed from the program.

Attendance Policies (including Lab/Clinical Attendance Policies): Students are expected to adhere to the attendance policies outlined by course instructors in individual courses. Attendance is required in all laboratory courses.

Academic Progress, (Probation), and Program Dismissal: At the end of each academic semester, your progress toward the associate degree in natural science will be reviewed by a committee composed of the full-time faculty of the biology program. If your progress toward the degree is considered unsatisfactory, the committee will examine your transcript in detail. If the unsatisfactory final grade is a first-time occurrence, you will receive a letter from the program coordinator notifying you of your unsatisfactory progress. If the unsatisfactory grade is a second occurrence involving two different courses, you will receive a letter from the program coordinator notifying you of your continued unsatisfactory progress and placing you on program probation, with a strong warning of the consequences of a third unsatisfactory grade. If the

unsatisfactory grade is a third occurrence or if it is a second unsatisfactory grade in a course you have repeated, this is grounds for dismissal from the program.

You may appeal the dismissal decision in writing and the committee will consider all circumstances before deciding whether the dismissal decision should be upheld or if you should continue on program probation. Information provided by relevant faculty will be considered during the committee's deliberations on dismissal. If you are facing dismissal from the natural science program for academic deficiencies, you may petition for a suspension from the program for one academic year instead of permanent dismissal. This suspension is designed to encourage you to examine your commitment to a future in natural science and to remediate any circumstances which have contributed to your lack of progress. During this suspension, you may not enroll in any courses in the natural science program; however, you may enroll in general education courses. At the end of the suspension, you may resume studies in the biology program; however, any future academic deficiency will result in immediate and permanent dismissal from the program.

Course Withdrawal Policies: Sometimes you need to withdraw from a course rather than risk an unsatisfactory grade. You must do this before the last day of the withdrawal deadline. You should first discuss your withdrawal with the course instructor. You must meet with your advisor to discuss the proposed withdrawal. You must be careful to make sure that your withdrawal does not adversely affect your financial aid or residence hall arrangements. Your advisor will fill out and sign a Course Withdrawal form. You must bring the Course Withdrawal to the Dean of the School of Arts and Sciences for your withdrawal to become official. You cannot withdraw from a course via Colleague. If your form is received by the Office of Academic Affairs after the deadline, you are not allowed to withdraw from the course. ***If you stop attending class but do not officially withdraw from a course, you will receive an "F" on your permanent transcript for the course.***

PHILOSOPHY

Degree: BA

Type: Term

Modality: On-ground

Program Director/Coordinator: Patrick Messina

Program Description: The Philosophy Program at Gwynedd Mercy University provides a comprehensive baccalaureate curriculum steeped in the Western philosophical tradition and committed to promoting the discipline as the noblest intellectual pursuit offered in the academy. To this end, the Program seeks to safeguard the historical approach to the discipline, emphasizing the great thinkers in all four epochs of Western history and focusing upon the philosophia perennis that constitutes the greater tradition.

Program Student Learning Outcomes: PLO1 Develop a historical sense of philosophy and trace the lines of influence among major philosophers and philosophical traditions. PLO2 Understand various intellectual traditions that have contributed to philosophical inquiry. PLO3 Apply ethical theories to particular situations and events. PLO4 Search for and examine selfhood, leading to intellectual development and growth. PLO5 Express one's own philosophical position in debate and in writing. PLO6 Understand the individual's relation to other humans and the community at large. PLO7 Formalize some basic philosophical arguments using the tools of logic. PLO8 Write scholarly philosophy papers and demonstrate familiarity with research methods, materials, and resources.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Same as University

Internal/External Transfers: Contact Patrick A. Messina, Program Director

Academic Standards/Grade Requirements: Minimum Passing Grade: 2.5

Attendance Policies (including Lab/Clinical Attendance Policies): All attendance policies are determined by the professor of the particular course.

Academic Progress, (Probation), and Program Dismissal: Maintenance of 2.5 GPA; probationary periods and program dismissals are determined by the Program Director in consultation with other philosophy faculty should a student fall below the 2.5 GPA minimum.

Course Withdrawal Policies: Note: Same as University

PSYCHOLOGY

Degree: BA, BS

Type: Term

Modality: On-ground

Program Director/Coordinator: Rebecca Gullan

Description: The Psychology Program at Gwynedd Mercy University provides students with a breadth and depth of knowledge in the study of human behavior and mental processes through coursework across a wide array of topics, including social psychology, human development, child and adolescent psychology, biopsychology, abnormal psychology, dementia, death and dying, counseling techniques, and interpersonal processes. Research and leadership skills are further developed through training in statistics and research methods, with opportunities for students to engage in faculty- as well as student-led research and to present at local, regional, and national conferences. Students also complete field placements that allow them to put theory into practice, gain work experience, and network with professionals in their chosen field.

Program Student Learning Outcomes: **PLO1:** Analyze from different perspectives the impact of physiology, social interaction, group situations, interpersonal relations, attitudes, opinions, and communication on human behavior. **PLO2:** Identify and articulate the characteristics of normal development throughout the life span in terms of physical, cognitive, psychological, and psychosocial development. **PLO3:** Identify abnormal personality development and psychopathology, as well as articulate the process of diagnosis, prognosis, and appropriate treatment of behavioral disorders. **PLO 4:** Understand key concepts in statistics and research methodology and be able to use their acquired knowledge and critical thinking skills to a) engage in critical analysis of original research studies in the field demonstrated through class discussion, research papers, and presentations and b) develop and implement an original research study, including a research proposal, IRB submission/approval, gathering and analyzing data, and presenting findings in a professional setting. **PLO5:** Engage in basic therapeutic counseling skills that allow

them to interact appropriately in a supervised professional setting. **PLO6:** Engage in critical thinking concerning the history of the discipline and ethical issues relevant to this evolving field of study.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Same as University

Internal/External Transfers: Same as University

Academic Standards/Grade Requirements: A grade of C or higher is required in each of the major courses including those taken as general education requirements PSY 100 and SOC 100.

Attendance Policies (including Lab/Clinical Attendance Policies): Same as University

Academic Progress, (Probation), and Program Dismissal: A student may achieve less than a “C” grade in only two major courses and he/she may repeat these courses only once. If a student, regardless of his/her cumulative grade point average, achieves less than a “C” grade on a third major course, or fails to bring all grades up to a “C” with one repeat he/she will be dismissed from the program. Exceptions may be made at the discretion of the program coordinator or the dean.

Course Withdrawal Policies: Same as University

Experiential Learning: Students enrolled in the Psychology Program are required to engage in practicum courses, which allow students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field, and gain valuable experience. Practicum requirements are detailed in the program handbook. Students should consult with their academic advisor the year before they expect to complete their practicum.

NOTE: Students are responsible for their own transportation to and from off campus experiential learning opportunities

PUBLIC HEALTH

Degree: BSPH, Bachelor of Science in Public Health

Type: Term

Modality: On-ground

Program Accreditor: The Public Health program will be seeking accreditation through the Council on Education for Public Health (CEPH). Updates on the status can be obtained by contacting the Program Director.

Program Director/Coordinator: Sharla Willis

Program Description: The Bachelor of Science in Public Health (B.S.P.H.) is a four-year program that provides a strong foundation in the liberal arts, Mercy values and critical concerns, and the foundations of public health practice. Public health is a broad field focused on the health and well-being of populations and communities. It encompasses diverse domains such as epidemiology, disease prevention, health education

and promotion, environmental health, health policy, and advocacy. The field of public health is grounded in a social justice philosophy and strives to eliminate health disparities and inequities, often by focusing on social determinants of health. Graduates from the B.S.P.H. program are prepared to sit for the CHES (Certified Health Education Specialist) credential exam, enter an MPH (Masters in Public Health) program, and/or enter the public health workforce as an entry-level professional.

Program Student Learning Outcomes: **PLO1** Describe the history and philosophy of public health as well as its core values, concepts and functions across the globe and in society ; **PLO2** Explain the basic concepts, methods and tools of public health data collection, use and analysis, and why evidence-based approaches are an essential part of public health practice ; **PLO3** Identify the concepts of population health, and the basic processes, approaches and interventions that identify and address the major health-related needs and concerns of populations ; **PLO4** Recognize the underlying science of human health and disease, including opportunities for promoting and protecting health across the life course ; **PLO5** Summarize the socioeconomic, behavioral, biological, environmental and other factors that impact human health and contribute to health disparities ; **PLO6** Explain the fundamental concepts and features of project implementation, including planning, assessment and evaluation ; **PLO7** Compare the fundamental characteristics and organizational structures of the US health system as well as the differences between systems in other countries ; **PLO8** Describe basic concepts of legal, ethical, economic and regulatory dimensions of health care and public health policy and the roles, influences and responsibilities of the different agencies and branches of government ; **PLO9** Use basic concepts of public health-specific communication, including technical and professional writing and the use of mass media and electronic technology

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Any student accepted into the University may declare Public Health as a major.

Change of Major/Internal Transfers: Students interested in changing their major to the Bachelor of Science in Public Health program may do so at any time but must have earned a GPA of 2.5 or higher. Internal transfers will meet with the Program Director to discuss their interest, the requirements of the program, and the transfer of credits from their previous major. Students will have to take the general education and prerequisite courses required for the BSPH. Students who are re-admitted to the University after a long period away must meet with the Program Director to discuss their interest, program expectations, and requirements. They must then submit an application to the public health degree program.

Transfer Students: Any student who has been enrolled in a regionally accredited post-secondary school of higher education and accepted into Gwynedd Mercy University as a transfer student may apply for admission into the Bachelor of Science in Public Health program. The Registrar's office will conduct a transfer equivalency analysis of the applicant's completed credits. Course credits from an Associate of Science, Bachelor of Science or Bachelor of Arts degree program in Public Health will be accepted if they correspond to the courses offered at Gwynedd Mercy University if the course grades are C or higher; C- is not an acceptable grade for transfer. The Program Director will review all transcripts and course descriptions

from the sending university to determine course equivalency. Students who are graduates of associate degree programs in public health that have articulation agreements with the BSPH program will be admitted as per the agreement. As with all transfer students, a minimum of fifty credits and a minimum of half of the major requirements must be completed at Gwynedd Mercy University.

Academic Standards/Grade Requirements: The minimum passing grade for all required courses in the major and their prerequisites is “C.” A student may achieve less than a “C” grade in only two major courses and their prerequisites, and they may repeat these courses only once. If a student, regardless of cumulative grade point average, achieves less than a “C” grade on the third major course, or fails to bring all grades up to a “C” with one repeat, the student may be dismissed from the program.

Attendance Policies: Same as University

Academic Progress, (Probation), and Program Dismissal: Students will meet with their academic advisor every semester to discuss their academic progress and upcoming courses. Any major or prerequisite courses in which the student achieved less than a “C” grade will be discussed and documented to ensure the student understands the academic requirements for the Public Health program.

Course Withdrawal Policies: Same as University

Experiential Learning: Students enrolled in the Public Health program are required to engage in a public health internship course, which allow students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field, and gain valuable experience. Public health internships will be planned and finalized during the public health professional seminar course. Students should consult with their academic advisor the year before they expect to complete their field work. *Students are responsible for their own transportation to and from off campus experiential learning opportunities*

Non-Academic Criteria for Admission, Progression and Retention

Compliance Requirements and Clearances: Students are expected to comply with any health, safety or professional conduct requirements of their public health internship sites.

Professional Disposition and Conduct: Public health professionals are expected to communicate respectfully with all stakeholders in oral and written communications, and to be sensitive to cultural practices and norms of the communities with whom they work. Students within the Public Health program are expected to develop and practice these skills in their courses and internships. Any student who behaves in a manner deemed disrespectful to others by their instructor or internship preceptor, will be referred to the Program Director to discuss the incident and develop strategies and a plan to remediate the situation. Unprofessional behavior during the public health internship may result in being asked to not return to the practice site, which will result in an F in the course.

SOCIAL WORK

Degree: BSW

Type: Term

Modality: On-ground

Program Accreditor: Accredited by the Council for Social Work Education (www.cswe.org)

Program Director/Coordinator: Wade Luquet

Program Description: The Gwynedd Mercy University Bachelor of Social Work Program prepares students for generalist social work practice through a liberal arts education, social work skills acquisition, and developing competencies that reflect the practice and values of the social work profession. The program promotes ethical and competent practices that address social problems and social justice issues in keeping with the mission of the university founders, The Sisters of Mercy. Students are prepared to address various forms of human need, oppression, inequalities, and social justice issues.

Preparation for Professional Licensure: The Gwynedd Mercy University BSW prepares students for the Association for Social Work Board exam utilized by all states that have licensure for bachelor-level social workers. Upon graduation, students can take the exam and complete the process for License Bachelor of Social Work (LBSW) status in the State of Pennsylvania.

Program Student Learning Outcomes Derived from the program mission, the Gwynedd Mercy University BSW Program Learning Outcomes (Goals) are to: PLO1- Prepare students to think critically about social issues through a liberal arts based curriculum and a strengths-based, person-in-environment generalist social work education ; PLO2- Prepare students to work with a diverse population of clients utilizing social work professional skills and knowledge as a mean to understand social and economic injustice and promote positive social change ; PLO3- Produce graduates who will identify with and practice within the values and ethics of the social work profession with particular attention to diverse and at-risk populations in an effort to promote social and economic justice ; PLO4- Prepare students to utilize research-informed practice skills and conduct practice-informed research so they are able to further influence social policy and programs

For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook.

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Any student accepted into the University can declare social work as a major. Students will undergo a performance review in the social work major after taking SWK 201, SWK 202 and SWK 241 in the first semester of their sophomore year. They must submit a candidacy application to the Program Director by December 1st of their sophomore year.

The Candidacy Application must include:

1. A candidacy application form with all required personal information
2. A copy of the student's unofficial transcript indicating an overall GPA of 2.5 or better and a 2.67 or better in required social work courses.
3. All criminal background checks necessary to practice with children and adults.
4. A completed and signed volunteer service form verifying that the student has performed 30 hours of volunteer service in the past three years. It is important that this volunteer service has been performed at a

non-profit agency. Day camp counselor, babysitter, or running errands are not appropriate volunteer service activities.

5. A letter of recommendation from a human service professional who supervised the student's volunteer experience stating they believe the student has qualities for success as a social worker, including what they think will make the student successful.

6. A letter of recommendation from a non-social work professor stating they think they have the academic ability and discipline to succeed in the BSW program.

7. A three- to five-page self-assessment paper describing student qualities that would make them a good social worker. The paper should address any biases the student may be aware of and how the social work degree fits in to their career goals. The paper should make the case for the student to be admitted into the BSW program including how they can contribute to leadership in the degree program (participation in the Social Work Club, service, Phi Alpha Honor Society, etc.).

Upon receipt of the completed application packet and an interview with the Program Director and Field Director, the material submitted will be reviewed by the Performance Review Committee consisting of the Program Director, the Director of Field Education and other social work faculty with a decision for continuance or non-continuance in the major made by the beginning of the spring semester. Students will be assessed based on their scholarship, self-awareness, motivation for a career in social work, quality of the self-assessment paper, writing quality, and appropriateness of the social work degree for student's career goals. A Performance Review Rubric will be utilized to assess student's continuance in the BSW program. Students will be notified of their candidacy status by the Program Director by the beginning of the spring semester in a letter sent by email. The email will include their acceptance or non-acceptance to the program with instructions on their next steps if they are not accepted and instructions on what their next steps are if they are accepted. Students who are not deemed appropriate for the BSW program will be directed to the university's professional advisors to choose another major.

Internal/External Transfers: Students who are currently enrolled at the university and who are interested in changing their major to the Bachelor of Social Work program may do so at any time but must have earned a GPA of 2.5 or higher at the time of the Candidacy Application. Students may start the program with less than a 2.5 GPA but must meet the minimum GPA at the time of formal application to the BSW degree program.

Internal transfers will meet with the Program Director to discuss their interest, the requirements of the program, and the transfer of credits from their previous major. During this meeting, students are provided with a copy of the student handbook, program goals, and program policies. Students must take the pre-requisite courses and then submit a Candidacy Application to enter the advanced level of the major in the same manner specified above.

Students who are re-admitted to the university after a long period away must meet with the Program Director to discuss their interest, program expectations, and requirements. They must then submit an application to the social work degree program.

Any student who has been enrolled in a regionally accredited post-secondary school of higher education and accepted into Gwynedd Mercy University as a transfer student may apply for admission into the Bachelor of Social Work program. Candidacy Applications to enter the advanced level of the major will be reviewed in the same manner specified above. The Registrar's office will conduct a transfer equivalency analysis of the applicant's completed credits. Transcripts of students who are transferring from another CSWE BSW program will be evaluated, and social work credits will be accepted if they correspond to the courses offered at Gwynedd Mercy University. The Program Director will review all transcripts and course descriptions from the sending university to determine course equivalency. All accepted transfer credits must

have received a grade of C or better. C- is not an acceptable grade for transfer. Students accepted into the BSW program with less than a 2.5 GPA will have one semester to rise to a 2.5 GPA.

Students who are graduates of associate degree programs in human services or social work from colleges or universities with articulation agreements with the BSW program will be admitted as per the agreement. Prior to admission, they will have their transcripts assessed and will be asked to submit a self-assessment paper, a strong letter of support from their academic advisor, and submit a writing sample from one of their courses. As with all transfer students, 50 overall credits and half of their major courses must be successfully completed at Gwynedd Mercy University.

All social work course credits must be earned in courses at regionally accredited colleges and universities. No social work credit is given for life experience or previous work experience. This policy will appear in university catalogues and social work admission material, as well as the student handbook that all students will be given at the time of declaring the major. It will be repeated in social work orientation programs at the university.

Academic Standards/Grade Requirements: Students in the BSW major must maintain a 2.5 or better grade point average to remain in the program. Students who fall below the minimum GPA will be placed on probation and allowed one semester to rise to the minimum GPA. If the student is unable to do so in one semester, they will be dismissed from the program at the discretion of the Program Director and Director of Field Education, and Dean

Attendance Policies (including Lab/Clinical Attendance Policies): Each professor will have their own class attendance policy in the syllabus. However, regular class attendance is essential to learning the skills and competencies necessary for social work practice. It is also important that you arrive on time. If you have to miss a class, it is courteous to let your professor know ahead of time, much like you would let your employer know that you will be missing work. Arriving late regularly can affect your learning and your grade. You are in a professional degree program and professional behavior is expected.

Academic Progress, (Probation), and Program Dismissal: Occasionally, it may become necessary to dismiss a student from the BSW for academic or professional performance reasons. Students are notified of these policies in the BSW handbook, BSW student orientation, and in advising sessions.

Students who receive below a C in any social work course are allowed to repeat the course once to obtain a C or better. If the student is not able to earn a C or better in the repeated class, they are dismissed from the program. Any student who receives below a C in three courses in the major is dismissed from the program. The student will receive a letter from the program director notifying them that they have been terminated from enrollment in the social work program and directing them to the professional advisors in the Academic Resource Center to discuss other majors within the university.

Students whose overall GPA drops below 2.5 will receive a letter from the program director notifying them that they have one semester to obtain the necessary 2.5 GPA to remain in the social work program. Should the student not be able to increase their overall GPA to a 2.5, the student will receive a letter of termination from the BSW program from the program director and directed to the professional advisors to discuss other majors within the university available to them.

Discontinuance from the Program for Non-Academic Reasons-- *Professional dismissal from the BSW program:* A student accepted into the social work department is expected to conform to all standards established by the Program and the University. Failure to meet the standards listed below may result in dismissal from the program for professional reasons:

1. Violation of the NASW Code of Ethics.

2. Inability to function within the structure of organizations and service delivery systems in which the student will practice.
3. Failure to fulfill obligations to the Social Work department, field agency or client, i.e., completion of required hours, coming to class or agency in a timely manner, adhering to dress code, meeting deadlines, completion of goals and referrals for client.
4. Illegal or criminal behavior or record which would preclude social work certification or licensing.
5. Inability to demonstrate effective use of interpersonal skills necessary for developing a solid worker/client or worker/peer relationship, i.e., attitude free of judgment, communicate with respect, allowing self-determination, empathy.
6. Personal issues which inhibit one's ability to meet performance standards, i.e., alcohol or chemical dependence, inability to cope with stress and/or problems of daily living, actions or lack of action that would put another person in danger.
7. Failure to demonstrate professional conduct, which shows respect for human diversity.
8. Failure to maintain professional boundaries, i.e., over-identification, exploitation of client, sexual relations, extreme self-disclosure.
9. Failure to engage in self-evaluation and inability to accept constructive feedback and supervision.
10. Inability to express thoughts in written and/or oral form.

Final authority regarding continuance in the program rests with the program director in consultation with the Dean of the School of Arts and Sciences and other necessary individuals. A dismissal decision is serious and may have a profound effect on a person's future career; therefore, allegations and unverified circumstances will not weigh into the dismissal decision. A student may initiate a grievance procedure if there is dissatisfaction with the dismissal decision.

Course Withdrawal Policies: Students who need to withdraw from a course must do so by the last day to withdraw from a course date printed in the academic calendar. They must meet with their advisor and fill out a course withdrawal form to be signed by the Dean of Arts and Sciences. The student will receive a grade of a W which does not affect GPA. A student may receive an incomplete grade for medical reasons or other extraordinary life circumstances. The grade will appear as an (I) on the grade report and does not affect GPA. Students must fill out a course withdrawal contract with the professor and all work must be turned in within four weeks from the end of the semester. Professors must fill out a grade change form before the end of the four-week incomplete grade period. If the student does not turn in the work and a grade change is not filled out within the four-week period, the student grade will become an F and will affect GPA.

Experiential Learning: Courses in the BSW program include shadowing experiences and field research in the sophomore and junior year and a 400-hour field experience in the senior year. Students are responsible for their own transportation to and from off campus experiential learning opportunities

Non-Academic Criteria for Admission, Progression and Retention

Compliance Requirements and Clearances: Students in the BSW program are expected to obtain Child Abuse and Criminal Record clearances prior to beginning field instruction in the senior year. Students are expected to have clean records unless given permission by the Program Director and Director of Field Education.

Professional Disposition and Conduct: The BSW program adheres to the NASW Code of Ethics. Students, faculty, and field placements are expected to practice ethically as determined by the Code of Ethics. The

BSW program also has a list of expected behaviors and reasons for dismissal included in the program handbook

Technology Requirements: Students should have access to a computer with access to Wi-Fi.

SCHOOL OF ARTS & SCIENCES: MINOR PROGRAMS

For Minor Requirements, see Program Handbooks and Curriculum Sheets

MINOR PROGRAM: BIOLOGICAL SCIENCES

Degree Level: Minor

Type: Term

Modality: On-ground

Program Description: A student who is pursuing a Bachelor of Arts or a Bachelor of Science degree in a program other than biology may earn a minor in biological science by completing 20-24 credits in biology.

Program Admissions Requirements and Procedures: Any student who is pursuing a Bachelor of Arts or a Bachelor of Science degree other than in biology may apply to earn a minor in biological sciences. Students should speak with the coordinator of the Biology Program prior to completing the appropriate minor addition form.

Internal/External Transfers: A maximum of six credits may be transferred from another institution. All prerequisites for the chosen courses must be satisfied. To receive credit for courses taken elsewhere, submission of a transcript must be submitted, and the program may request a course syllabus to appropriately evaluate course equivalency.

Academic Standards/Grade Requirements: Grades of “C” or higher are required in each minor course; C- grades are not acceptable. A student may achieve less than a “C” grade in only two courses, and they may repeat these courses only once.

Attendance Policies (including Lab/Clinical Attendance Policies): Students are expected to adhere to the attendance policies outlined by course instructors in individual courses. Attendance is required in all laboratory courses.

Academic Progress, (Probation), and Program Dismissal: Should a student fail to earn a grade of “C” or higher in any of the courses required for the minor, the student will not earn the minor.

MINOR PROGRAM: CHEMISTRY

Degree Level: Minor

Type: Term

Modality: On-ground

Program Description: A student who is pursuing a Bachelor of Arts or a Bachelor of Science degree may earn a minor in chemistry by completing 23 credits in chemistry.

Program Admissions Requirements and Procedures: Any student who is pursuing a Bachelor of Arts or a Bachelor of Science degree may apply to earn a minor in chemistry. Students should speak with the coordinator of the Biology Program prior to completing the appropriate minor addition form.

Internal/External Transfers: A minimum of 15 credits must be taken at Gwynedd Mercy University. All prerequisites for the chosen courses must be satisfied. To receive credit for courses taken elsewhere, submission of a transcript must be submitted, and the program may request a course syllabus to appropriately evaluate course equivalency.

Academic Standards/Grade Requirements: Grades of “C” or higher are required in each minor course; C- grades are not acceptable. A student may achieve less than a “C” grade in only two courses, and they may repeat these courses only once.

Attendance Policies: Students are expected to adhere to the attendance policies outlined by course instructors in individual courses. Attendance is required in all laboratory courses.

Academic Progress, Probation, and Program Dismissal: Should a student fail to earn a grade of “C” or higher in any of the courses required for the minor, the student will not earn the minor.

MINOR PROGRAM: COMPUTER INFORMATION SCIENCE

Degree Level: Minor

Type: Term

Modality: On-ground

Program Description: If you have a GMercyU major other than computer information science (CIS), you may earn a minor in CIS. The Computer Information Science program combines the fundamental problem-solving capabilities of computer science with hands-on experience in several areas of CIS, including programming, networking, cybersecurity, computer forensics, artificial intelligence, machine learning, data mining, database development, web design, multimedia and mobile applications.

For Minor Requirements, see Program Handbook and Curriculum Sheets

Internal Transfers: Students interested in adding a minor in Computer Information Science program may do so at any time but must have earned a GPA of 2.5 or higher prior to being accepted into the program. Internal transfers will meet with their current advisor and the CIS program coordinator to discuss their interest and the requirements of the program.

External Transfers: Any student who has been enrolled in a regionally accredited post-secondary school of higher education and accepted into Gwynedd Mercy University as a transfer student may apply for a minor in computer information science. The Registrar’s office will conduct a transfer equivalency analysis of the applicants completed credits. A maximum of six credits from another college or university can be applied to the CIS minor. Course credits from another accredited institution will be accepted if they correspond to the courses offered at Gwynedd Mercy University and if the course grades are C or higher (C- is not an acceptable grade for transfer). The Program Coordinator will review all transcripts and course descriptions from the sending university to determine course equivalency.

Academic Standards/Grade Requirements: Grades of “C” or higher are required in each CIS course. A student may achieve less than a “C” grade in only two courses and may repeat these courses only once. If a student, regardless of cumulative grade point average, achieves less than a “C” grade on the third course, or fails to bring all grades up to a “C” with one repeat, the student may be dismissed from the minor.

Academic Progress, Probation and Program Dismissal: Students must earn a grade of “C” or better in CIS 104, CIS 114, CIS 215, CIS 321 and two additional CIS courses at the 200-level or above for a total of 18 credits. Students with ≤ 2.0 GPA, may be dismissed from the program.

Attendance Policies: Class attendance and participation is an integral part of the collaborative learning environment. Students with frequent unexcused absences typically do not fair very well and oftentimes have to repeat the course.

Course withdrawal policies: Same as University

Experiential Learning: Students are responsible for their own transportation to and from off campus experiential learning opportunities.

Professional Disposition and Conduct: Students are responsible for exhibiting conduct that is appropriate to their professional training and education. The CIS Program will not tolerate any act that violates the policies put in place by the university. Gwynedd Mercy University is committed to maintaining a positive learning,

working, and living environment that is free from unlawful discrimination and harassment. It is the student's responsibility to familiarize themselves with the University's Policies.

Technology Requirements: Access to a Machine (physical or virtual) running Windows Operating System. All software, labs, hands-on projects, and assignments require the latest version of Windows.

MINOR PROGRAM: CRIMINAL JUSTICE

Degree Level: Minor

Type: Term

Modality: On-ground

Program Description: Students with a university major other than criminal justice may earn a minor in criminal justice by completing six courses (18 credits): CRJ 102, 215, 216, and three CRJ electives. Students must earn a "C" or better in all courses in the minor.

For Minor Requirements, see Program Handbook and Curriculum Sheets

Program Admissions Requirements and Procedures: Follow University's admissions procedures.

Internal/External Transfers: A maximum of six credits may be transferred from another college.

Students must earn a "C" or better in all courses in the minor. For Minor Requirements, see Program Handbook and Curriculum Sheets

Academic Standards/Grade Requirements: A grade of C or higher is required in each of the minor courses.

A student may achieve less than a "C" grade in only two minor courses and he/she may repeat these courses only once.

Academic Progress, Probation and Program Dismissal: If a student, regardless of his/her cumulative grade point average, achieves less than a "C" grade on a third minor course, or fails to bring all grades up to a "C" with one repeat, he/she may be dismissed from the program.

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain valuable experience. Requirements and other information regarding the internship are detailed in the program handbook. Students should consult with their academic advisor the year before they plan to register for the internship. Students are responsible for their own transportation to and from off campus experiential learning opportunities.

MINOR PROGRAM: HISTORY

Program Degree Level: Minor

Program Type: Term

Program Modality: On-ground

Program Description: Students with a University major other than history may earn a minor in history by completing six courses (18 credits): HIS107, HIS109, HIS131, HIS132, and two HIS electives.

For Minor Requirements: *see Program Handbook and Curriculum Sheets*

Academic Progress, Probation and Program Dismissal: The minimum passing grade for all required courses in the major is "C." Any grade lower than a "C" in more than one major course may result in dismissal from the program. Students who earn less than a "C" in a required course may repeat it only once; if the repeat results in a grade less than a "C," the student will be dismissed from the program.

MINOR PROGRAM: MATHEMATICS

Program Degree Level: Minor

Program Type: Term

Program Modality: On-ground

Program Description: Reflective of the mission of the University, the mission of the Mathematics Minor is to provide each student with an education that is not only comprehensive in mathematical theorems and logic, but also literate in the arts and sciences. If you have a GMercyU major in any discipline you may earn a minor in mathematics. For Minor Requirements, see Program Handbook and Curriculum Sheets

Internal Transfers: Students interested in adding a minor in mathematics program may do so at any time but must have earned a GPA of 2.5 or higher prior to being accepted into the program. Internal transfers will meet with their current advisor and the CIS program coordinator to discuss their interest and the requirements.

External Transfers: Any student who has been enrolled in a regionally accredited post-secondary school of higher education and accepted into Gwynedd Mercy University as a transfer student may apply for a minor in mathematics. The Registrar's office will conduct a transfer equivalency analysis of the applicants completed credits. A maximum of six credits from another college or university can be applied to the math minor. Course credits from another accredited institution will be accepted if they correspond to the courses offered at Gwynedd Mercy University and if the course grades are C or higher (C- is not an acceptable grade for transfer). The CIS Program Coordinator will review all transcripts and course descriptions from the sending university to determine course equivalency.

Academic Standards/Grade Requirements: Grades of "C" or higher are required in each mathematics course. A student may achieve less than a "C" grade in only two courses and may repeat these courses only once. If a student, regardless of cumulative grade point average, achieves less than a "C" grade on the third course, or fails to bring all grades up to a "C" with one repeat, the student may be dismissed from the minor. Academic Progress, Probation, and Program Dismissal: Students must earn a grade of "C" or better in MTH 245, MTH 246 and 12 credits of electives selected from: MTH 231, MTH 234, MTH 235, MTH 261, MTH 301, MTH 302, MTH 303, MTH 304, MTH 305, MTH 401, MTH 407 or MTH 437 for a total of 20 credits. Students with ≤ 2.0 GPA, may be dismissed from the program.

Technology Requirements: A laptop only if enrolled in MTH 261, Programming for Math

MINOR PROGRAM: MICROBIOLOGY

Degree Level: Minor

Type: Term

Modality: On-ground

Program Description: A student who is pursuing a Bachelor of Arts or a Bachelor of Science degree may earn a minor in chemistry by completing 19 credits in microbiology.

Program Admissions Requirements and Procedures: Any student who is pursuing a Bachelor of Arts or a Bachelor of Science degree may apply to earn a minor in microbiology. Students should speak with the coordinator of the Biology Program prior to completing the appropriate minor addition form.

Internal/External Transfers: A maximum of six credits may be transferred from another institution. All prerequisites for the chosen courses must be satisfied. To receive credit for courses taken elsewhere, submission of a transcript must be submitted, and the program may request a course syllabus to appropriately evaluate course equivalency.

Academic Standards/Grade Requirements: Grades of "C" or higher are required in each minor course; C- grades are not acceptable. A student may achieve less than a "C" grade in only two courses, and they may repeat these courses only once.

Attendance Policies: Students are expected to adhere to the attendance policies outlined by course instructors in individual courses. Attendance is required in all laboratory courses.

Academic Progress, Probation, and Program Dismissal: Should a student fail to earn a grade of "C" or higher in any of the courses required for the minor, the student will not earn the minor.

MINOR PROGRAM: MUSIC**Program Degree Level:** Minor**Program Type:** Term**Program Modality:** On-ground

Program Description: Students accepted into any baccalaureate program may earn a minor in Music by completing 18 credits in Music: MUS 100 Glee Club (6 credits in applied music), MUS 104 Music Appreciation (3 credits), MUS 107 Music Therapy (3 credits), MUS 203 Introduction to Broadway (3 credits), and MUS 299 Piano Class (3 credits). SEM 214 Divas of Music may be substituted for any of the above (3 credits).

Transfers: A maximum of 6 credits may be transferred from another University.

Academic Standards/Grade Requirements: A minimum grade of "C" must be earned for each course. "C-" is not acceptable.

Students accepted into a baccalaureate program may earn a minor in Music by completing 18 credits in Music. **Gwynedd Mercy University Music Minor**

18 total credit hours including:

- MUS 100 – Glee Club (6 credits in applied music)
- MUS 104 – Music Appreciation (3 credits)
- MUS 107 – Music Therapy (3 credits)
- MUS 203 – Introduction to Broadway (3 credits)
- MUS 299 – Piano Class (3 credits)
- SEM 214 – Divas of Music may be substituted for any of the above (3 credits)

MINOR PROGRAM: PHILOSOPHY**Program Degree Level:** Minor**Program Type:** Term**Program Modality:** On-ground

Program Description: The Philosophy Minor at Gwynedd Mercy University allows students of various majors to enjoy in part the same curriculum provided in the Philosophy Major (18-credits total), allowing a profound humanities experience that focuses on the “regina scientiarum omnium (the queen of all the sciences).” For a fuller description of the Program, see the description for the Philosophy Major.

Internal/External Transfers: Contact Patrick A. Messina, Program Director

Academic Progress: Maintenance of 2.5 GPA; probationary periods and program dismissals are determined by the Program Director in consultation with other philosophy faculty should a student fall below the 2.5 GPA minimum.

Academic Standards/Grade Requirements: Minimum Passing Grade: 2.5

For Minor Requirements: *see Program Handbook and Curriculum Sheets*

MINOR PROGRAM: PSYCHOLOGY**Degree Level:** Minor**Type:** Term**Modality:** On-ground

Program Description: Students with a university major other than psychology may earn a minor in psychology by completing six courses (18 credits): PSY 100, PSY 111, and four PSY electives. Students must earn a “C” or better in all courses in the minor.

Academic Standards/Grade Requirements: A grade of C or higher is required in each of the courses required for the minor.

Academic Progress, (Probation), and Program Dismissal: A student may achieve less than a “C” grade in only two courses for the minor and he/she may repeat these courses only once. If a student, regardless of his/her cumulative grade point average, achieves less than a “C” grade on a third course for the minor, or fails to bring all grades up to a “C” with one repeat he/she will be dismissed from the program. Exceptions may be made at the discretion of the program coordinator or the Dean.

MINOR PROGRAM: RELIGIOUS STUDIES

Program Degree Level: Minor

Program Type: Term

Program Modality: On-ground

Program Description: The Religious Studies Minor offers an 18-credit concentration in the academic study of religion, focusing on distinctive, often multidisciplinary or interdisciplinary, approaches to the study of religion, thereby strengthening students’ interpretive and critical thinking skills. Coursework in the study of religion facilitates students’ recognition of diversity within and across traditions and helps students to identify and interpret religion’s impact across the globe, underscored by an orientation to the Mercy “critical concerns.”

Program Admissions Requirements and Procedures:

Internal/External Transfers: Contact Patrick A. Messina, Program Director

Academic Standards/Grade Requirements: Minimum Passing Grade: 2.5

Academic Progress, Probation and Program Dismissal: Maintenance of 2.5 GPA; probationary periods and program dismissals are determined by the Program Director in consultation with other philosophy faculty should a student fall below the 2.5 GPA minimum.

Minor Requirements: *see Program Handbook and Curriculum Sheets*

SCHOOL OF BUSINESS AND EDUCATION

School Description/Mission: - The School of Business and Education engages a diverse community of undergraduate, graduate and professional learners preparing to meet the challenges of the 21st century by integrating Mercy into their education and profession, through a supportive culture and rigorous, relevant academic experiences.

Administration: Mary Sortino, Dean; Deborah Schadler, Assistant Dean of Education; Jill Winnington, Assistant Dean for Business

Faculty-

Business Programs: Ron Bruce, Alan Harper, Ralph Hoffman; Margaret Rakus

Education Programs: Raymond Bandlow; Jaimie Bowen ; Marianne Boyd ; Desiree’ Caldwell ; Tiffany Cresswell-Yeager ; Carol Etlen ; Mary Jo Pierantozzi; Peggy Rosario ; Tamarah Smith

DEGREES OFFERED

Business Degrees

Bachelor’s Level

Accounting

Finance

Digital Communication

Management
Marketing
Sports Management
BSBA- Business Administration, Accelerated Degree

Minor
Healthcare Administration

Master's Level

MBA 4+1- Concentrations in Healthcare Administration + Strategic Management and Leadership. Students should meet with their advisor in their junior year to apply to the 4+1 program.

Education Degrees

Bachelor's Level

Bachelor of Science

Bachelor of Science in Early Education
Bachelor of Science in Early Education and Special Education
Bachelor of Science in Special Education
Bachelor of Science in Education Studies (no certification)

Minors

Special Education

School Personnel Certification Area

PreK-4/Special Education PreK-12
PreK-4
Special Education PreK-12
Secondary Education 7-12 in: Biology and Social Studies; also eligible for Special Education PreK-12

Business

ACCOUNTING

Degree: BS

Type: Term

Modality: On-ground

Program Director/Coordinator: Alan Harper

Program Accreditor: International Accreditation Council for Business Education iacbe.org

Program Description: With GMercyU's accredited Accounting Program, you will gain a solid background in accounting principles, taxes, auditing, finance, and business theory. If you want to build a career as a Certified Public Accountant (CPA) or put your accounting chops to work in the business world, consider our bachelor's in accounting with a CPA track or our accelerated 4 + 1 MBA option. Whatever your career goals, our program and dedicated faculty will help you achieve them. In fact, in 2018, GMercyU's high CPA exam pass rate ranked the program 16th in the nation for similar-sized accounting schools, according to the

National Association of State Boards of Accountancy. And, for the past several years, 100% of students in the CPA track have landed jobs after graduation, even during the 2020 pandemic. This program offers a 4+1 MBA option. Students should meet with their advisor in their junior year to apply to the 4+1 program.

Preparation for Professional Licensure The CPA Track helps to prepare students to sit for the CPA exam after the required work experience has been met .

Program Student Learning Outcomes: **PLO1** Effectively prepare clearly written business communications. **PLO2** Apply knowledge and skills to make appropriate business decisions. **PLO3** Apply ethical and moral decision-making principles to business situations. **PLO4** Display appropriate quantitative problem-solving abilities in the context of a business problem. **PLO5** Use appropriate technological skills required for business professionals. **PLO6** Find, evaluate, and apply sources of information relevant to business issues and situations. **PLO7** Prepare, present, and interpret financial statements using Generally Accepted Accounting Principles (GAAP). **PLO8** Demonstrate proficiency with Generally Accepted Accounting Principles. **PLO9** Demonstrate proficiency with taxation issues, returns, and planning. **PLO10** Demonstrate proficiency with measures used to evaluate and manage businesses

Track: Accounting – CPA Track

The CPA Track is an academically challenging program which will offer the accounting major the opportunity to earn 150 credit hours in 4 years. To do this the student will be required to attend school part-time in the summer of their sophomore and junior years. The students in this program in addition to the traditional Bachelor of Science in Accounting will take additional courses in Intermediate and Advanced Accounting and several additional business courses and an additional internship. This is the result of new education requirements to become a CPA.

The accounting major in the School of Business offers the following options:

Students having a 3.5 GPA and with the endorsement of the accounting faculty will be able to complete the 150-credit hour requirement in 4-years (six credits will be taken in the summer of the sophomore and junior years).

Students that do not have a 3.5 GPA will be required to complete the 150-credit hours through an additional year of study. Effectively, this will require 5 years to complete the bachelor's degree in accounting with the CPA track.

Students interested in a career in accounting for government and industry can complete the degree in 4 years using the existing curriculum. If students find after they graduate that they wish to become a CPA, they will be able to meet the 150-credit hour requirements with the addition of 25 credit hours obtained through either additional undergraduate or graduate study. The accounting degree they obtained at Gwynedd Mercy University will satisfy the required accounting and business courses to obtain the CPA license.

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain valuable experience. Students should consult with their academic advisor before they plan to

register for the internship. Students are responsible for their own transportation to and from off campus experiential learning opportunities.

NOTE: For Major Requirements, see Program Handbook and Curriculum Sheets. For Curriculum Sequence, see Program Handbook

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Same as university

Change of Major/Internal Transfers : Same as university

Transfer Students : Same as university

Academic Standards/Grade Requirements: Major Requirements: a grade of “C” or better in ACC 105, 106, 205, 206, 301, 305, 315, 316, 405, 406 and 407; BUS 101, 207, 230, 301, 304, 306, 310, 340, 4000; ECN 102, 103.

Attendance Policies Same as university

Academic Progress, Probation, and Program Dismissal Same as university

Course Withdrawal Policies Same as university

BUSINESS ADMINISTRATION

Degree: BS

Concentrations: Organizational Management; Health Administration

Type: Non-Term

Modality: Online

Program Accreditor: International Accreditation Council for Business Education iacbe.org

Program Director/Coordinator: Jill Winnington

Program Description: The core curriculum is a 45 credit hour, 80 week program designed to expand a student’s critical thinking skills while providing the student with a solid foundation in business administration principles and their contemporary applications in the workplace.

Program Student Learning Outcomes: **PLO1:** Clearly and effectively prepare written business communications. **PLO2:** Apply knowledge and skills to make appropriate business decisions. **PLO3:** Apply ethical and moral decision-making principles to business situations. **PLO4:** Demonstrate decision-support tools required for business professionals. **PLO5:** Find, evaluate, and apply sources of information relevant to business issues and situations.

For Major Requirements, see Curriculum Sheets. For Curriculum Sequence, consult Program Advisor

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures

- A completed, signed application with application fee
- A personal statement
- A minimum cumulative GPA of a 2.0 (on a 4-point scale) for all college credits previously attained
- Equivalent of two or more years of professional work experience.

Academic Standards/Grade Requirements: Concentration in Organizational Management Requirements: A grade of “C” or better in: ACC 301; BUS 212, 213, 214, 310, 312, 323, 342, 405, 4001. ; Concentration in Health Administration: A grade of “C” or better in: ACC 302; BUS 213, 310, 323, 342, 378, 405, 4001; HA 312, 401, 402.

Attendance Policies Same as university

Academic Progress, Probation, and Program Dismissal: If the student’s cumulative grade point average falls below a 2.0, they may be placed on Academic Probation and will have until the conclusion of the next semester to improve their cumulative grade point average. If the student fails to improve their cumulative grade point average to a 2.0 or greater by the conclusion of the next semester, the student may be dismissed from the program. A course may be repeated once. If the student fails to receive a “C” grade or better after repeating a course once, the student, regardless of their cumulative grade point average may be dismissed from the program.

Course Withdrawal Policies Same as university

FINANCE

Degree: BS

Type: Term

Modality: On-ground

Program Accreditor: International Accreditation Council for Business Education iacbe.org

Program Director/Coordinator: Alan Harper

Program Description: Finance studies and addresses the ways monetary resources are raised, allocated, and used overtime, considering the risks entailed. Financial dealers and brokers conduct financial market transactions on behalf of clients and offer advice on financial matters. Finance is the most encompassing of all business enterprises; finance graduates must know about both business and the economy. This program offers a 4+1 MBA option. Students should meet with their advisor in their junior year to apply to the 4+1 program.

Program Student Learning Outcomes: **PLO1** Effectively prepare clearly written business communications. **PLO2** Apply knowledge and skills to make appropriate business decisions. **PLO3** Apply ethical and moral decision-making principles to business situations. **PLO4** Display appropriate quantitative problem-solving abilities in the context of a business problem. **PLO5** Use appropriate technological skills required for business professionals. **PLO6** Find, evaluate, and apply sources of information relevant to business issues and situations. **PLO7** Recognize the roles of financial markets and describe the responsibilities of market participants. **PLO8** Demonstrate an understanding of financial markets and institutions. **PLO9** Display an

understanding of investment options and analysis **PLO10** Display an understanding of financial management of institutions.

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain valuable experience. Students should consult with their academic advisor before they plan to register for the internship. Students are responsible for their own transportation to and from off campus experiential learning opportunities.

NOTE: For Major Requirements, see Curriculum Sheets. For Curriculum Sequence, consult Program Advisor

Academic Criteria for Admission, Progression and Retention

Academic Standards/Grade Requirements: A grade of “C” or better in ACC 105, 106, 301; BUS 101, 207, 230, 301, 304, 306, 310, 318, 321, 340, 4000; ECN 102, 103; and five of the following: ACC 315, 315; BUS 311, 312, 313, 314, 421, 422. A grade of “C” or better is required for all courses. Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 125 credits is required for the bachelor degree.

DIGITAL COMMUNICATION

Degree: BS

Type: Term

Modality: On-Ground

Program Director/Coordinator: Margaret Rakus

Program Description: The Digital Communication program is designed for students interested in professional roles in content creation, production, social media, marketing and more. Rooted in strategic business decision-making, courses guide student in the development of technology-oriented communication skills. Portfolio-building assignments and industry-recognized certifications are at the core of the Digital Communication program and prepares students for professional life.

Program Student Learning Outcomes: **PLO1:** Gather and analyze information from a variety of relevant, credible sources; **PLO2:** Produce targeted, audience specific content that aligns with storytelling techniques; **PLO3:** Demonstrate technical competency across digital and social media; **PLO4:** Analyze socially responsible, Mercy-focused and business-oriented practices; **PLO5:** Identify digital media practices and implications in domestic and global business and social settings

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain valuable experience. Students should consult with their academic advisor before they plan to

register for the internship. Students are responsible for their own transportation to and from off campus experiential learning opportunities.

NOTE: For Major Requirements, see Curriculum Sheets. For Curriculum Sequence, consult Program Advisor

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Same as University

Internal/External Transfers: Same as university

Academic Standards/Grade Requirements: Same as university

Attendance Policies Same as university

Academic Progress, Probation, and Program Dismissal: Same as university

Course Withdrawal Policies Same as university

MANAGEMENT

Degree: BS

Type: Term

Modality: On-ground

Program Accreditor: International Accreditation Council for Business Education iacbe.org

Program Director/Coordinator: Ralph Hoffman

Program Description: The Bachelor of Science Degree in Management program prepares students to master the skills needed to become a successful leader in any industry. Students will take courses in accounting, operations management, business law, business ethics, finance, operations management, business statistics, marketing— and specialized courses that cover niche areas, such as human resource management, small business management, online business marketing and management, risk management and sports management. The program culminates with a course in which students gain experience running a business through a computer simulation. This program offers a 4+1 MBA option. Students should meet with their advisor in their junior year to apply to the 4+1 program.

Program Student Learning Outcomes: **PLO1** Effectively prepare clearly written business communications. **PLO2** Apply knowledge and skills to make appropriate business decisions. **PLO3** Apply ethical and moral decision-making principles to business situations. **PLO4** Display appropriate quantitative problem-solving abilities in the context of a business problem. **PLO5** Use appropriate technological skills required for business professionals. **PLO6** Find, evaluate, and apply sources of information relevant to business issues and situations. **PLO7** Identify and define the major elements impacting management. **PLO8** Demonstrate proficiency in the four functions of management. **PLO9** Describe and apply the theories of motivation. **PLO10** Discuss the role of the manager in the strategic planning process.

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain valuable experience. Students should consult with their academic advisor before they plan to

register for the internship. Students are responsible for their own transportation to and from off campus experiential learning opportunities.

NOTE: For Major Requirements, see Curriculum Sheets. For Curriculum Sequence, consult Program Advisor

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Same as university

Internal/External Transfers: Same as university

Academic Standards/Grade Requirements: Same as university

Attendance Policies: Same as university

Academic Progress, Probation, and Program Dismissal: Same as university

Course Withdrawal Policies Same as university

MARKETING

Degree: BS

Type: Term

Modality: On-ground

Program Accreditor: International Accreditation Council for Business Education iacbe.org

Program Director/Coordinator: Ralph Hoffman

Program Description: The marketing program educates students to become successful marketing professionals by focusing on traditional and digital marketing skills needed in various business settings and industries. The curriculum focuses on consumer behavior, advertising, social media marketing, and online marketing in conjunction with a business core curriculum that includes economics, management, accounting, finance, business law and business ethics. Students will be prepared to enter the profession with highly valued skills that include the certifications in areas such as Google Analytics and Google Ads. The program culminates with a course in which students gain experience running a business and developing marketing strategies utilizing a computer simulation. The marketing program offers an optional concentration in digital communication as well as the opportunity to complete the MBA 4+1 program. Students should meet with their advisor in their junior year to apply to the 4+1 program.

Program Student Learning Outcomes: **PLO1** Effectively prepare clearly written business communications. **PLO2** Apply knowledge and skills to make appropriate business decisions. **PLO3** Apply ethical and moral decision-making principles to business situations. **PLO4** Display appropriate quantitative problem-solving abilities in the context of a business problem. **PLO5** Use appropriate technological skills required for business professionals. **PLO6** Find, evaluate, and apply sources of information relevant to business issues and situations. **PLO7** Demonstrate ability to appropriately apply marketing strategic process to business applications that present marketing challenges. **PLO8** Construct a marketing mix strategy by applying marketing theory to a practical situation. **PLO9** Critically reflect on ethical issues within the profession of marketing. **PLO10** Construct a strategic marketing plan.

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain

valuable experience. Students should consult with their academic advisor before they plan to register for the internship. Students are responsible for their own transportation to and from off campus experiential learning opportunities.

NOTE: For Major Requirements, see Curriculum Sheets. For Curriculum Sequence, consult Program Advisor

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures Same as university

Internal/External Transfers: Same as university

Academic Standards/Grade Requirements Same as university

Attendance Policies Same as university

Academic Progress, Probation, and Program Dismissal: Same as university

Course Withdrawal Policies Same as university

SPORTS MANAGEMENT

Degree: BS

Type: Term

Modality: On-ground

Program Accreditor: International Accreditation Council for Business Education iacbe.org

Program Director/Coordinator: Ralph Hoffman

Program Description: The BS in Sports Management program prepares students to enter the fast-paced industry of sports while including a study of foundational business knowledge such as business law, business ethics, accounting, management, marketing, and finance. Core courses cover topics in sports marketing, finance, law, athletics administration, and facility management. The program culminates with a course in which students gain experience running a business through a computer simulation. This program offers a 4+1 MBA option. Students should meet with their advisor in their junior year to apply to the 4+1 program.

Program Student Learning Outcomes: **PLO1** Effectively prepare clearly written business communications. **PLO2** Apply knowledge and skills to make appropriate business decisions. **PLO3** Apply ethical and moral decision-making principles to business situations. **PLO4** Display appropriate quantitative problem-solving abilities in the context of a business problem. **PLO5** Use appropriate technological skills required for business professionals. **PLO6** Find, evaluate, and apply sources of information relevant to business issues and situations. **PLO7** Demonstrate ability to appropriately identify and define major concepts as they relate to sports management. **PLO8** Identify and discuss implications related to Title IX legislation. **PLO9** Demonstrate proficiencies in sport finance and facilities management. **PLO10** Analyze the challenges faced by the athletics administrator.

Experiential Learning: Students are required to engage in an internship, which allows students to put theory into practice, observe professionals engaging their field of study, practice their skills under the supervision of seasoned professionals, network within their chosen field and gain valuable experience. Students should consult with their academic advisor before they plan to

register for the internship. Students are responsible for their own transportation to and from off campus experiential learning opportunities.

NOTE: For Major Requirements, see Curriculum Sheets. For Curriculum Sequence, consult Program Advisor.

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Same as university

Internal/External Transfers: Same as university

Academic Standards/Grade Requirements: Same as university

Attendance Policies: Same as university

Academic Progress, Probation, and Program Dismissal: Same as university

Course Withdrawal Policies Same as university

Education

EARLY EDUCATION Certification Programs

Program Names:

Bachelor of Science in Early Education ;

Bachelor of Science in Early Education and Special Education ;

Bachelor of Science in Special Education,

Bachelor of Science in Education Studies (No Certification)

Degree: BS, Bachelor of Science

Type: Term

Modality: On Ground

Program Director/Coordinator: Mary Jo Pierantozzi

Program Approval: PDE Approved Teacher Preparation Certification Programs are the purview of the Pennsylvania Department of Education : **Jamal K. Wakeem**, Higher Education Associate II ; Bureau of School Leadership and Teacher Quality ; Division of Professional Education and Teacher Quality ; Pennsylvania Department of Education ; 333 Market Street | Harrisburg PA 17126 ; Phone: 717.772.3566 | Fax: 717.783.6736 ; jwakeem@pa.gov | www.education.pa.us

Program Description : Gwynedd Mercy University prepares teachers to meet the educational challenges of the 21st Century. The undergraduate programs offer a variety of courses to prepare candidates for professions in Education. These courses are developed using best practices and current trends in Education in response to the needs of the Education profession.

Programs Leading to Certificates/Certification Professional Educator Certification

Programs of study leading to teacher certification are available in Early Education

PreK-4, Early Education PreK-4/Special Education PreK-12, Special Education PreK-12, and secondary education (7-12) areas of biology and social studies.

Upon completion of the program requirements, the student is eligible to receive an Instructional I Provisional certificate, which permits the holder to teach in the Commonwealth of Pennsylvania, and in those states which carry reciprocity. Those seeking their Instructional I certificate must demonstrate that they have successfully completed a teacher preparation program and pass Pennsylvania Qualifying Exams (PAPA/Core, Praxis, PECTs).

Bachelor of Science in Education Studies (non-certification)

The Education Studies major provides students the option of completing the requirements for the Bachelor of Science degree in education without completing the requirements for Pennsylvania Teacher Certification. Students in Education Studies must maintain a GPA of 2.0 or better. Any grade below a C in a course within the major must be repeated.

Secondary Education Programs

Students can obtain Instructional I Provisional certification for teaching in the public schools of Pennsylvania in the following areas: biology and social studies. To complete the requirements for certification, the student must major in one of the above-named areas and complete at least the following education courses: EDU/PSY 301, PSY 222; EDU 100, 300, 325, 319, 351, 498; SPE 215, 231, 331.

The recommendation for this certificate is contingent upon passing Basic Skills Tests and Praxis II tests for the specific discipline. The admission and retention procedures are the same as that described for other education programs. Secondary students are advising within their respective majors and work with the Education program liaison in the School of Business and Education.

Certification Programs

Students who complete certification programs satisfactorily are eligible for Instructional I Provisional certification for teaching in the public schools of Pennsylvania. The recommendation for these certificates is contingent upon passing the initial PA required Certification tests in PreK-4, Special Education, and secondary content areas.

Recommendation for state certification is predicated upon fulfillment of the academic requirements and upon the following considerations:

1. Physical fitness for teaching
2. Propensity for the teaching profession
3. Professional attitude and performance

Periodically, with special attention at the end of the sophomore and junior years, standings are reviewed with respect to these criteria. Students whose standings are not satisfactory will not be admitted to more advanced professional courses.

Prior to February 1st of the pre-student teaching/student teaching semester, a student is required to file an application for pre-student and student teaching in the senior year. Final acceptance into the student teaching program is decided by the Teacher Education Committee and the Dean.

Program Learning Outcomes: **PLO1** Demonstrate knowledge of the theoretical, philosophical, and ethical perspectives that reflect current educational trends in the United States. **PLO2** Demonstrate professional competence in the use of a variety of research-based best practices incorporating technology. **PLO3** Actively engage in meaningful, sequential, and developmental field experiences in which learning of content is

integrated with the application of pedagogy. **PLO4** Demonstrate mastery of PDE professional competencies through course requirements/products, lesson presentations, and field experiences. **PLO5** Demonstrate compassion, integrity, moral and social responsibility in all interactions, respecting the uniqueness, dignity, and diversity of the individual. **PLO6** Engage in co-curricular/extra-curricular activities and service-learning opportunities that support program curriculum. (revised: 3/3/2021)

For Major Requirements, see Program Handbook and Curriculum Sheets

Academic Criteria for Admission, Progression and Retention

Academic Requirements for Certification Programs: By the 48-60 credit mark:

- The student must have a minimum GPA of 3.0
- The student must have completed at least six semester credits in college level mathematics and at least three semester credits in college level composition and three credits in English.
- The student must meet the Basic Skills Requirement through one of the assessment means detailed below
- Secondary education students must apply to the School of their discipline, as well as the School of Business and Education (certification) at the 48-credit mark.

If the student reaches the 48-60 credit mark and has not achieved all of the above requirements, they cannot continue in the Professional Core coursework toward PA Certification. Students will then remain in the Education Studies program or explore a new major if they choose to do so.

Initial Acceptance: All education students entering the University will follow the curriculum for the Bachelor of Education Studies. For those students desiring Pennsylvania Teacher Certification, students must qualify in a set of Basic Skills (Math, Reading, Writing) by the 48-60 credit mark. Students who successfully meet this requirement will be admitted to a certification program of their choice.

*As per Act 168 of 2014, "Candidates for certification must take and successfully pass a basic skills assessment option prior to entry into a baccalaureate teacher preparation program effective August 1, 2015." Formal admission into a baccalaureate program after the initial minimum 48-60 credits as required by Chapter 354 and prior to enrollment in courses that satisfy the Professional Core competencies required in the program Framework Guidelines is required. The four (4) basic skills assessment options are described below:

Testing Requirements for Admission to Certification Programs: The Basic Academic Skills test is required by Pennsylvania for all candidates to be officially enrolled in educator preparation programs. The Basic Skills requirement should be met as soon as possible upon entry to the university and must be passed prior to the 48-credit mark. The basic academic skills requirement may be met by any of the following assessment methods:

The Pre-service Academic Performance Assessment (PAPA) modules in Reading, Writing and Mathematics.

- Visit www.pa.nesinc.com to register for test code PA701.
- Scores must be electronically submitted directly to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality from the test vendor.
- A minimum score of 220 is required in reading and writing. A minimum score of 193 is required in Mathematics. A composite scoring option is available.

- The Core Academic Skills for Educators (CORE) modules in Reading, Writing and Mathematics.
- Visit www.ets.org/praxis/pa to register for test codes: Reading: 5713, Writing: 5723 and Math: 5733
- Scores must be electronically submitted directly to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality from the test vendor.
- A minimum score of 156 (Reading), 162 (Writing) and 142 (Mathematics) is required. A composite scoring option is available.

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The Scholastic Achievement Test (SAT) combined score of 500 or higher in each individual section -- Critical Reading, Writing, Mathematics.

- As of 2/29/16 the following are acceptable scores: Reading 27, Writing and Language 28 and Mathematics 26.
- Submit official test scores and a TIMS application cover sheet to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality in an envelope sealed by the test vendor. Scores may also be verified by the Pennsylvania Approved Preparation Programs through TIMS. Test scores must also be sent to Gwynedd Mercy University.

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The American College Test (ACT) Plus Tests taken prior to September 2015 require a composite score of 23 accompanied by a combined English/Writing score of 22 and a Math score of 21. Tests taken after September 2015 require separate scores Reading 22, Writing 21 and Mathematics 21. Tests taken after August 31, 2016 require Reading 22, Writing 8 and Mathematics 21.

- The best section scores from different test sessions may be selected.
- Submit official test scores and a TIMS application cover sheet to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality in an envelope sealed by the test vendor. Scores may also be verified by the Pennsylvania Approved Preparation Programs through TIMS. Test scores must also be sent to Gwynedd Mercy University.

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Older basic skills tests taken at the time they were active, such as the PPST Reading, Writing, and Mathematics tests taken between September 1, 2000 and December 31, 2012, are accepted. There is also a “mix and match” option using the PDE calculator. Advisors will work with students on this.

Course Work : Students may also qualify for Basic Skills by completing specific coursework with a grade of B or higher. These courses are: Math 103/104 for the Math Basic Skills’ requirement ; Combination of Eng 101 and one Signature Seminar for the Reading and Writing Basic Skills’ requirement;

Note: Transfer students will work with their respective advisors in terms of coursework completed at other colleges/universities.

Internal/External Transfers : Students transferring to Gwynedd Mercy University will have all previous course work completed at regionally accredited institutions evaluated for transfer and will be expected to complete all remaining program requirements at Gwynedd Mercy University. The Education Program requires a minimum of fifty (50) credits as a residency requirement for all students transferring into a bachelor’s degree program. Transfer credit in the concentration area will be accepted at the discretion of the Dean and credit evaluators. At least 50 percent of the concentration courses must be taken at Gwynedd Mercy University.

Academic Requirements for Certification Programs : By the 48-60 credit mark:

- The student must have a minimum GPA of 3.0
- Any grade below a C+ in a course within the major must be repeated
- The student must have completed at least six semester credits in college level mathematics and at least three semester credits in college level composition and three credits in English.
- The student must meet the Basic Skills Requirement through one of the assessment means detailed above
- Secondary education students must apply to the School of their discipline, as well as the School of Business and Education (certification) by the 48-60 credit mark.

Attendance and Punctuality: What is required, and what is most important in the field placement, is that the student is in attendance every day and is punctual, prepared, and enthusiastic about the tasks. Absences, late arrivals or early departures are not acceptable during Student Teaching. In an extreme emergency the student must:

- Obtain approval to be absent from the Coordinator of Field Placements
- Inform the cooperating teacher, university supervisor, and Seminar Professor.
- Work with the university supervisor to make up the absence.

Any absence(s) will be reviewed by the Dean and Faculty of the School of Business and Education for determination of whether or not the final student teaching grade will be impacted. Without approval by the Coordinator, an absence, lateness, or early departure may result in removal from student teaching and an inability to become certified.

Should the student contract a contagious disease, such as measles, mumps, whooping cough, or other, a note from a physician indicating the name of the illness and the quarantine period is required. The Student Teacher must inform the cooperating teacher, university supervisor, and Coordinator of Field Placements (CFP). The CFP will inform the Dean, who will appropriately communicate a message to the Health Services Office for further action.

During the 16-week placement, the student teacher follows the morning arrival time and the afternoon departure time of the cooperating teacher in the placement school. This is the time that is specified in the district's teacher contract or professional agreement. While the student is not required to attend any activities beyond the hours of the contracted teacher workday, such experiences will help with professional growth.

Academic Progress, Probation and Program Dismissal:

- The student must have a minimum GPA of 3.0
- Any grade below a C+ in a course within the major must be repeated.
- The student must have completed at least six semester credits in college level mathematics and at least three semester credits in college level composition and three credits in English.
- Secondary education students must apply to the School of their discipline, as well as the School of Business and Education (certification) by the 48-60 credit mark.

If the above criteria are not met by the 48-60 credit mark, students will either remain in or move to the BS in Education Studies or choose to change their major. Secondary students would change their major to their content area only.

Course Withdrawal Policies: Course withdrawal policies follow those of the University.

Experiential Learning: Teacher Apprentice Program (TAP) ; Pre-Student Teaching and Student Teaching
Students are responsible for their own transportation to and from off campus experiential learning opportunities.

Pre-Student and Student Teaching: Approval to pre-student or student teach is not automatically granted upon completion of academic requirements. If weakness or deficiencies are noted in subject matter, knowledge, pedagogy, communications, or interpersonal skills, the Dean may require the student to take corrective action, such as, additional coursework, additional practicum, personal counseling, or pursue another major.

The Privilege of Pre-Student Teaching: The student will be granted the privilege of entering into pre-student teaching only if the following requirements are met:

- Formal acceptance into the relevant certification programs;
- Have on record official notification of qualifying in all Basic Skills areas (while the Education program respects the student who repeatedly takes the exam, this effort does not replace passing the exam). ;
- Maintenance of a 3.0 overall GPA. ;
- Receive the recommendation of the Teacher Education Committee of the School of Business and Education.;
- Receive the recommendation of the Dean of the School of Business and Education

The Privilege of Student Teaching, includes:

- Formal acceptance into the program and the relevant certification program(s). ;
- Have on record official notification of qualifying in all Basic Skills' areas (while the School of Business and Education respects the student who repeatedly takes the exam, this effort does not replace passing the exams).;
- Submission of the formal application for student teaching and all necessary documentations to accompany the application prior to the February due date. ;
- Completion of ALL course work prior to the student teaching semester. ;
- Reception of the recommendation of the Teacher Education Committee of the School of Business and Education;
- Successful completion of the pre-student teaching experience with an earned grade of a minimum of a C+.

Removal from a Pre-Student or Student Teaching Placement: Students are assigned one (16 weeks) or two (eight weeks each) field experience(s) for Student Teaching. If a student is withdrawn from a field experience at the request of the assigned school administrator, the student will receive a grade of F for that specific experience. The school administrator will have reached the decision to request removal of the student teacher in collaboration with the cooperating teacher and the GMercyU field supervisor. The student may be permitted to repeat the student teaching experience the following semester if recommended by the GMercyU field supervisor, the GMercyU student advisor and the Coordinator of Field Placement. The recommendation must be approved by the Dean of the School of Business and Education.

Non-Academic Criteria for Admission, Progression and Retention

Compliance Requirements and Clearances:

Child Abuse History Clearance

All students enrolled in the Education Programs are required to have a Child Abuse History Clearance. This is accomplished by completing a Child Abuse History Clearance Form. Application is

available online at <https://www.compass.state.pa.us/cwis/public/home>. A copy of the form must be submitted to the Field Experience Coordinator by the beginning of each academic year.

Criminal Record Check

All students enrolled in the Education Programs are required to have a Criminal Record Check. This is accomplished by completing a Request for Criminal Record Check form. Forms are available online at: <https://www.psp.pa.gov/Pages/Request-a-Criminal-History-Record.aspx>. A copy of the form must be submitted to the Field Experience Coordinator before the first day of class.

FBI Fingerprinting Check

All students in the Education Programs are required to submit an FBI Record. The registration information is available online at: <https://www.indentogo.com/Service> Code:1KG6RT

TB (Tuberculosis Test Validation)

Proof of a TB test must be delivered to the Field Work Coordinator at the beginning of each academic year.

Professional Disposition and Conduct : PDE requires the formal monitoring of appropriate dispositions for the teaching profession. In line with this, the program has a formal method for monitoring and supporting the appropriate dispositions for the Education profession. When applying for Pre-Student and Student Teaching, students complete a Disposition Self-Assessment.

Testing Requirements [e.g. Electronic-Based Examination Policy] : None other than those required as stated above.

EDUCATION STUDIES, Non Licensure

Program Name: Education Studies, Non-Licensure

Program Degree Level: BS, Bachelor of Science

Type: Term

Modality: On-ground

Program Director/Coordinator: Mary Jo Pierantozzi

Program Description: Gwynedd Mercy University prepares teachers to meet the educational challenges of the 21st Century. The Education Studies program offers a variety of courses and field work to prepare students for various professions in Education including para-professionals and other assistant type careers. These courses are developed using best practices and current trends in Education in response to the needs of the Education profession. The Education Studies major provides students the option of completing the requirements for the Bachelor of Science degree in education without completing the requirements for Pennsylvania Teacher Certification. Students in Education Studies must maintain a GPA of 2.0 or better. Any grade below a C in a course within the major must be repeated. Students in this program also have the option of adding a minor in Special Education or any other minor area offered within the University

Preparation for Professional Licensure: Program does not lead to certification

Program Learning Outcomes: PLO1 demonstrate knowledge of the theoretical, philosophical, and ethical perspectives that reflect current educational trends in the United States. PLO2 Demonstrate professional

competence in the use of a variety of research-based best practices incorporating technology. PLO3 Actively engage in meaningful, sequential, and developmental field experiences in which learning of content is integrated with the application of pedagogy. PLO4 Demonstrate mastery of PDE professional competencies through course requirements/products, lesson presentations, and field experiences. PLO5 Demonstrate compassion, integrity, moral and social responsibility in all interactions, respecting the uniqueness, dignity, and diversity of the individual. PLO6 Engage in co-curricular/extra-curricular activities and service-learning opportunities that support program curriculum. (revised: 3/3/2021)

For Major Requirements, see Program Handbook and Curriculum Sheets

Academic Criteria for Admission, Progression and Retention

Moving from Education Studies into Certification: Students in the Education Studies program have the option of moving into a certification area by meeting the following criteria:

By the 48-60 credit mark:

- The student must have a minimum GPA of 3.0
- The student must have completed at least six semester credits in college level mathematics and at least three semester credits in college level composition and three credits in English.
- Complete the Basic Skills' requirements as outlined.

Initial Acceptance: All education students entering the University will follow the curriculum for the Bachelor of Education Studies. For those students desiring Pennsylvania Teacher Certification, by the 48-60 credit mark students who have successfully passed a required Basic Skills* Assessment Test will be admitted to a certification program of their choice.

*As per Act 168 of 2014, "Candidates for certification must take and successfully pass a basic skills assessment option prior to entry into a baccalaureate teacher preparation program effective August 1, 2015." Formal admission into a baccalaureate program after the initial minimum 48-60 credits as required by Chapter 354 and prior to enrollment in courses that satisfy the Professional Core competencies required in the program Framework Guidelines is required. The four (4) basic skills assessment options are described below:

TESTING REQUIREMENTS FOR ADMISSION TO CERTIFICATION PROGRAMS:

The Basic Academic Skills test is required by Pennsylvania for all candidates to be officially enrolled in educator preparation programs. The Basic Skills requirement should be met as soon as possible upon entry to the university and must be passed prior to the 48-credit mark. The basic academic skills requirement may be met by any of the following assessment methods:

The Pre-service Academic Performance Assessment (PAPA) modules in Reading, Writing and Mathematics.

- Visit www.pa.nesinc.com to register for test code PA701.
- Scores must be electronically submitted directly to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality from the test vendor.
- A minimum score of 220 is required in reading and writing. A minimum score of 193 is required in Mathematics. A composite scoring option is available.

The Core Academic Skills for Educators (CORE) modules in Reading, Writing and Mathematics.

- Visit www.ets.org/praxis/pa to register for test codes 5712, 5722 and 5732.
- Scores must be electronically submitted directly to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality from the test vendor.
- A minimum score of 156 (Reading), 162 (Writing) and 142 (Mathematics) is required. A composite scoring option is available.

The Scholastic Achievement Test (SAT) combined score of 500 or higher in each individual section -- Critical Reading, Writing, Mathematics.

- As of 2/29/16 the following are acceptable scores: Reading 27, Writing and Language 28 and Mathematics 26.
- Submit official test scores and a TIMS application cover sheet to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality in an envelope sealed by the test vendor. Scores may also be verified by the Pennsylvania Approved Preparation Programs through TIMS. Test scores must also be sent to Gwynedd Mercy University.

The American College Test (ACT) Plus Tests taken prior to September 2015 require a composite score of 23 accompanied by a combined English/Writing score of 22 and a Math score of 21. Tests taken after September 2015 require separate scores Reading 22, Writing 21 and Mathematics 21. Tests taken after August 31, 2016 require Reading 22, Writing 8 and Mathematics 21.

The best section scores from different test sessions may be selected.

- Submit official test scores and a TIMS application cover sheet to the Pennsylvania Department of Education Bureau of School Leadership and Teacher Quality in an envelope sealed by the test vendor. Scores may also be verified by the Pennsylvania Approved Preparation Programs through TIMS. Test scores must also be sent to Gwynedd Mercy University.

Older basic skills tests taken at the time they were active, such as the PPST Reading, Writing, and Mathematics tests taken between September 1, 2000 and December 31, 2012, are accepted. There is also a "mix and match" option using the PDE calculator. Advisors will work with students on this.

Course Work : Students may also qualify for Basic Skills by completing specific coursework with a grade of B or higher. These courses are:

Math 103/104 for the Math Basic Skills' requirement

Combination of Eng 101 and one Signature Seminar for the Reading and Writing Basic Skills' requirement

Transfer students will work with their respective advisors in terms of coursework completed at other colleges/universities.

Internal/External Transfers: Students transferring to Gwynedd Mercy University will have all previous course work completed at regionally accredited institutions evaluated for transfer and will be expected to complete all remaining program requirements at Gwynedd Mercy University. The Education Program requires a minimum of fifty (50) credits as a residency requirement for all students transferring into a bachelor's degree program. Transfer credit in the concentration area will be accepted at the discretion of the Dean and credit evaluators. At least 50 percent of the concentration courses must be taken at Gwynedd Mercy University.

Academic Requirements for the Bachelor of Science in Education Studies: The Education Studies major provides students the option of completing the requirements for the Bachelor of Science degree in education without completing the requirements for Pennsylvania Teacher Certification. Students in

Education Studies must maintain a GPA of 2.0 or better. Any grade below a C in a course within the major must be repeated.

Attendance Policies: The Education Studies Field Placements I and II will have as a requirement, a 14-week placement in the field. The Education Studies' student will participate in a classroom in a school or agency, for one (1) full-day per week, for a period of 14 weeks. The specific 14-week timeframe will be determined in collaboration with the student's academic advisor. Attendance at the placement school or agency, will be for the hours of the professional teacher day. The AM arrival time and the PM departure time will be the arrival and departure hours of the professional teacher, typically a 7.5 hour day. The Education Studies student will complete the requirements identified in this Handbook. Students in Education Studies will complete two (2) Education Studies placements within their program of study.

Academic Progress, Probation, and Program Dismissal : The Education Studies major provides students the option of completing the requirements for the Bachelor of Science degree in education without completing the requirements for Pennsylvania Teacher Certification. Students in Education Studies must maintain a GPA of 2.0 or better. Any grade below a C in a course within the major must be repeated.

Course withdrawal policies: Course withdrawal policies follow those of the University.

Experiential Learning: Prior to February 1st of the senior year, a student is required to file an application for Field Experiences I and II. Final acceptance into the Field Experiences is decided by the Teacher Education Committee and the Dean. Experiences include: Teacher Apprentice Program (TAP) ; Field Experience I and II . *Note: Students are responsible for their own transportation to and from off campus experiential learning opportunities*

Non-Academic Criteria for Admission, Progression and Retention

Prior to the beginning of each academic year, students are to upload documents through Complio. The URL students create and login to their accounts is through <http://gmercyucompliance.com/>.

Compliance Requirements and Clearances

Criminal Record Check by completing a Request for Criminal Record Check form.

FBI Fingerprinting Check

TB (Tuberculosis Test Validation)

Professional Disposition and Conduct: PDE requires the formal monitoring of appropriate dispositions for the teaching profession. In line with this, the program has a formal method for monitoring and supporting the appropriate dispositions for the Education profession. When applying for Field Experience I and II, students do a Disposition Self-Assessment.

NON DEGREE

INTEGRATED STUDIES

Program Name – Integrated Studies

Program Directors and Contact Information: Program Director: Ariana Amaya, OTD, OTR/L - amaya.a@gmercyu.edu; Assistant Program Coordinator: Kirsten Edling, MSOT, OTR/L - edling.k@gmercyu.edu

Program Degree Level– Non-degree Certificate (2 year, 4 year)

Program Type - Term

Program Modality – On-ground

Program Description - Integrated Studies at Gwynedd Mercy University is a student-centered, inclusive post-secondary program for individuals aged 18-26 with intellectual disability. This program is designed to provide excellent opportunities in education, career development, and social participation within an inclusive academic setting. Integrated Studies offers two-year or four-year non-degree certificates for students to progressively develop skills each semester related to academic interest, employment, communication, healthy living, and technology with the ultimate goal of increased independence, meaningful employment and self-actualization. Students will audit 16-20 university classes (equivalent to 48-60 credit hours) or 32-40 university classes (equivalent to 96-120 credit hours) throughout the program. Each student could enroll in up to 9 credits if they demonstrate success in audited courses and follow the process for non-matriculating students.

Program Learning Outcomes : **PLO1** Upon completion of program, and completing internships each semester, graduates will be employed within their field of interest within 6 months; **PLO2** Integrated Studies students will identify an academic area of interest, actively participate in courses within their generalized education as well as their core academic focus, and demonstrate continued academic growth; **PLO3** Integrated Studies students will demonstrate increased autonomy in decision-making, self-awareness, and problem solving; **PLO4** To be meaningfully engaged in a community of college learners, Integrated Studies students will connect to university resources, campus life and student organizations based on person-centered plan; **PLO5** Based on person-centered plan and individualized growth areas, Integrated Studies students will demonstrate progressive growth within the domains of independent living skills (such as: living on campus, navigating within the community, managing personal finances and schedule, etc.)

For Major Requirements see Curriculum Sheets

Academic Criteria for Admission, Progression and Retention

Note: Integrated Studies Program is not available for Dual Enrollment.

Academic Admissions Criteria (Please see non-academic admissions criteria below): In order to be admitted into GMercyU's Integrated Studies program, each student must:

- Have exited high school.
- Have functional literacy skills and basic computer literacy in order to comprehend basic safety signage, complete assignments with supports, and navigate the campus independently.
- Have the potential to successfully achieve goals and the course requirements set out for an Audit designation with minimal support.
- Be able to appropriately participate in 75-minute classes with necessary accommodations in place to function independently in social situations such as being alone in the Griffin Complex, academic buildings, dining hall, etc.

Internal/External Transfers – Transfers are considered on a case-by-case basis. Please contact Integrated Studies program director for more information.

Academic Standards/Grade Requirements: Students will audit up to four university courses per semester (10-15 credits) related to their academic and employment goals. Given the audit credential, students will not earn a letter grade or GPA, but will receive feedback from faculty on assignments throughout the semester and will receive a final evaluation of their academic skills, progress toward learning objectives and narrative feedback which will be used to determine satisfactory academic progress.

Academic Progress, Probation, and Program Dismissal

Audited Credits: Students in Integrated Studies will audit Gwynedd Mercy University courses. Such courses can range from 1-15 credit hours in a given semester. Collaboration between the student, Integrated Studies staff, the professor of the class, and the course syllabus will occur to determine to identify and quantify the student's goals and progress for that course, because students will have modified expectations through the audit program. The data gathered from the student's attendance, participation, assignments, and feedback from the student, peer mentors and the professor, etc. will be used to determine if the student made academic progress equivalent to meeting 75% of their goals throughout the course.

Academic Probation: Because a student in Integrated Studies will be auditing classes, academic probation will be determined not by GPA, but will be considered based on their academic progress in audited courses. If a student does not complete 67% of their credits audited (as determined by their Learning Agreement for Audited Courses), then they may be placed on academic probation.

Academic Dismissal: Academic dismissal occurs if a student on academic probation does not return to satisfactory academic standing at the end of the following semester in which they did not complete 67% of attempted credits audited. For Integrated Studies students, a discussion between the Program Coordinator, the Registrar and Office of Academic Affairs is warranted to determine if a student's potential academic probation status is a result of attempting to take a course for credit unsuccessfully, or if it is related to their non-completion of attempted audited courses. The student on academic dismissal for the first time will not be able to register for or attend classes at the university or in the Integrated Studies program for one year. Dismissed students who wish to re-enter must apply for readmission to Integrated Studies. Dismissal may also be considered based on non-academic program components, such as excessive absences from required program components (internships, goal-setting meetings, and mentor sessions) or related to noncompliance with the university's policies (such as that related to college appropriate behavior, violence, aggression, safety compliance etc.).

Non-Academic Criteria for Admission, Progression and Retention

Non-Academic Admissions Criteria: In order to be admitted into GMercyU's Integrated Studies program, each student must:

- Be between the ages of 18-26 at the start of the program.
- Have a documented diagnosis of intellectual disability.
- Demonstrate interest in pursuing higher education at Gwynedd Mercy University and gaining meaningful employment.
- Have either received or would have been eligible to receive services under IDEA (i.e., had an IEP/504)

- Be able to accept and follow campus rules and policies and behave respectfully towards others without supervision.
- Demonstrate sufficient emotional and behavioral stability, personal safety, and independent living skills to participate with minimal support in all aspects of the Integrated Studies coursework and campus environment.
- Highly desired: enrolled in county supports coordination/OVR/waiver at the start of the program.
- Compliance Requirements and Clearances: Integrated Studies students are required to follow compliance and clearance requirements based on their internship sites, the courses they are enrolled in, and those that are specified by an academic department that they are involved with.

Non-Academic Components of Program**Internships**

- Students will complete individualized on-campus and off-campus, community-based internships (paid or unpaid), that can count towards audit credit with the ultimate goal of paid employment. Internships will require at least 8 hours/week throughout the semester. Students will be required to attend campus workshops and webinars that relate to their individualized goals (e.g. building a resume, interview skills, career exploration, etc.) Internship supervisors will provide feedback at midterm and final to determine if the student made effective progress toward learning objectives related to their internships. Students are responsible for their own transportation to and from off campus internships. Students are expected to attend all scheduled internship shifts, with no more than 3 unexcused absences throughout a semester.

Person-Centered Planning and Goal setting

- All Integrated Studies students will take part in an annual person-centered plan meeting to drive course selection, internship selection, and goal setting.
- Individualized short-term goals will be created for each student based on the five pillars of Integrated Studies (academics, employment, self-determination, independent living skills and social participation). Progress will be determined during midterm and final evaluation and goals will be revised as needed.

Mentor Support and Advising

- An individualized schedule for advising with Integrated Studies program staff will be created based on student's person-centered plan. Students are expected to attend all advising sessions, with no more than 3 unexcused absences throughout a semester.
- An individualized schedule of mentor support will be created based on student's person-centered plan. Students are expected to attend all mentor sessions, based on agreed upon schedule, with no more than 20% missed for unexcused reasons.

See Tuition & Fees page for more information on cost of the program.

FRANCES M. MAGUIRE SCHOOL of NURSING and HEALTH PROFESSIONS

Description: The Frances M. Maguire School of Nursing and Health Professions offers traditional bachelor's, masters of science, Post Graduate APRN Certificates, and Doctor of Nursing Practice programs.

The School's other Health Professions programs, Medical Laboratory Science, Radiation Therapy, Radiologic Technology, Respiratory Care, Occupational Science and Masters of Science in Occupational Therapy are cutting edge health care programs that offer real world experiences that extend beyond the traditional classroom setting. With its specialized laboratories and majors as well as the close partnerships with health care institutions and professionals, students learn to apply classroom education in clinical setting.

Students in the nursing program experience the "profession" in the hospital environment very early in their educational career at Gwynedd Mercy University. With more than 100 regional health care affiliations, the clinical experience is always varied and first rate. The nursing program at Gwynedd Mercy University is widely known for producing excellent nurses in this region and has been doing so for more than 60 years.

Students in the health profession programs experience the "profession" in the hospital and ambulatory environments throughout their educational career at Gwynedd Mercy University.

Mission: The Frances M. Maguire School of Nursing and Health Professions is committed to the Gwynedd Mercy University mission to combining education for professional competency with the Mercy tradition of service to society.

Administration:

Dean: Ann Phalen, Ph.D.

Associate Dean: Mary Hermann, EdD

Department Faculty:

Medical Laboratory Science: Joy M. Fox, BS, RT(R) (M)(QM)(CT), Campus Coordinator

Nursing: Laraine Amoia-Watters, EdD; Patricia Brown O'Hara, PhD; Nicole Butler, MSN; Morganne Caulfield, MSN; Tiffany Ciocci, MSN; Brenda Clapp, DNP; Kelly Flanigan, EdD; Diane Gilson, MSN; Hannah Hawthorne, DNP; Nicole Hinckle, MSN; Beth Hutter, MSN; Theresa Lewis, DNP; Michele Kusterbeck, MSN; Pamela B. Lynn, EdD; Andrea Mann, MSN; Mary Ann McLaughlin, EdD; Dona M. Molyneaux, PhD; Joy Nop, MSN; Corrie Pallante, MSN; Amanda Quate, MSN; Catherine Razzi, DNP; Genevieve Rota, MSN; Catherine Sargent, Ph.D; Michele Shuman, DNP; Denise A. Vanacore, PhD; Margaret Van Buren, MSN; Maria Warnick, MSN; AnnMarie Welsh, MSN

Occupational Science: Thomas Mernar, PhD, OTR/L, Program Director; John Bindo, OTD, OTR/L, MHA, LNHA; Mindy MacRone-Wojton, DSc, OTR/L; Sharon Montgomery, OTD, OTR/L, CHT, CEAS; Michele Peterson, MS, OTR/L; Sara Frye, MS, OTR/L, ATP

Radiation Therapy: David Ramonofski, M.Ed. RT(R) (T)(CT), ARRT; Rose Marie Troutman, MS, RT (T), ARRT, Program Director; Lorraine Quarles, MS, R.T. (T) (ARRT), Clinical Coordinator; Wayne Pinover, DO, Medical Director.

Radiologic Technology: Joy M. Fox, BS, RT(R) (M)(QM)(CT), Campus Coordinator

Respiratory Care: Melissa Ash, BS, RTT; Barbara B. Schuster, MEd, RRT;; William Randall Solly, MS, RPFT, Program Coordinator; Donald D. Peterson, MD, Medical Director.

DEGREES OFFERED**Nursing Degrees****Bachelor of Science in Nursing****Health Profession Programs:****Bachelor of Science**

Medical Laboratory Science

Radiation Therapy

Radiologic Technology

Bachelor of Health Science

Occupational Science

Radiation Therapy

Respiratory Care

Associate of Science

Respiratory Care

*Health Professions***MEDICAL LABORATORY SCIENCE****Program Name:** Medical Laboratory Science**Program Degree Level:** BS in Medical Laboratory Science**Program Type:** Term Program**Program Modality:** On-Ground Program; The majority of the instruction is to students through on-ground, face-to-face meetings with the flexibility for instruction in other modalities.**Campus Coordinator:** Joy Fox

Program Description: A student who wishes to earn a Bachelor of Science degree in Medical Laboratory Science follows a four-year program or a five-year program. The first three years (90+) credits are taken on the university campus. The final year of the Medical Laboratory Science program takes place in a 12-month program at a hospital-based NAACLS approved affiliate School of Medical Laboratory Science. Students are prepared to take the MLS (ASCP) examination offered by the American Society of Clinical Pathologists for Professional Licensure.

Students enrolled in the Medical Laboratory Science major must complete all required courses before beginning the senior year of study at a hospital-based National Accrediting Agency for Medical Laboratory Science (NAACLS) approved affiliate School of Medical Laboratory Science. Most science courses must be less than seven (7) years old by the time the student begins clinical training at the hospital. No science course can be greater than ten (10) years old by the time of clinical training at the hospital. The hospital-based (NAACLS) affiliate accredited Schools of Medical Laboratory Science are independent from the University. Students will be advised when application must be submitted to affiliate programs. A list of NAACLS approved Schools of Medical Laboratory Science can be found at www.naacls.org. Admission to the affiliate program is competitive and the University cannot guarantee admission.

Three-Plus-One Option

Students who complete all academic requirements in three years will seek admission to a NAACLS accredited affiliate hospital-based School of Medical Laboratory Science in order to complete the senior year.

Representatives from the hospital will review the applicant's grades and performance in the laboratory. A personal interview will follow. **Admission is competitive and the University cannot guarantee that a student will be accepted to an affiliate program**

The senior student who is full time pays a fee to the University for this year (found in this catalog under expenses). The student is responsible for the tuition to the affiliate hospital and any additional costs. The student enrolled in the affiliate MLS program is expected to follow all policies and procedures of that affiliate.

Students who receive tuition assistance from the Veterans Administration (VA) should be aware that once they enter the affiliate program, the University will no longer be the liaison for processing VA tuition transactions. It is the student's responsibility to contact the affiliate program to find out if they are a VA participating program prior to applying. The certifying official at a VA participating affiliate will assume the role of processing VA benefits while enrolled in the affiliate program. The student should also contact the VA directly for additional information.

The student is responsible for transportation to and from the School of Medical Laboratory Science. The student is responsible for registering for Gwynedd MLS courses that correlate with the affiliate program courses for the Fall and Spring semesters.

Following successful completion of the prescribed curriculum, the student is eligible to receive the Bachelor of Science degree in Medical Laboratory Science, and after passing a nationally administered examination, administered by the American Society of Clinical Pathologists (ASCP), to become a certified medical laboratory scientist.

Jefferson Option – Bioscience Technologies

Students also have the option to apply for transfer into the Bioscience Technologies program at Thomas Jefferson University College of Health Professions. Gwynedd Mercy University maintains a formal articulation agreement with Jefferson. Application must be made separately from the Gwynedd Mercy University application. Students interested in transferring to the Bioscience Technologies program at Jefferson will follow the curriculum of the Medical Laboratory Science program. They will work with the Jefferson admissions transfer coordinator as well as their academic advisor, to complete all prerequisite courses and paperwork to apply for transfer. **Admission is competitive and no guarantee is granted any student that they will be accepted for transfer.**

Bioscience Technologists work with RNA, DNA and proteins in academic research laboratories, pharmaceutical industries, forensic DNA testing laboratories or molecular analysis.

Cytotechnologists use microscopy to evaluate specimens, locate and interpret the presence or absence of cancer cells, precancerous changes, infections or inflammatory patterns. Specimens can be obtained from any organ of the body. Cytotechnologists are the health professionals who read the gynecologic specimens called "pap" smears. Medical Laboratory Scientists perform a wide range of diagnostic testing in various types of laboratories.

The Bachelor degree in Biotechnology/Applied Molecular Technologies, Cytotechnology/Cell Sciences or Medical Laboratory Science will be awarded by Thomas Jefferson University.

Additional information on these programs can be found on the Jefferson website for health professions. It is important for the interested student to make interest and intent known to the Campus Coordinator as soon as possible in order to coordinate the completion of prerequisite courses and application in a timely manner.

Medical Laboratory Science/Biology — Four-Plus-One Option

The student who prefers to obtain a bachelor's degree in biology prior to studying the medical laboratory science component may do so. Following the attainment of this degree, the student can seek admission to an NAACLS accredited School of Medical Laboratory Science. Acceptance into the MLS will be facilitated by completing the listed prerequisites as a part of the initial degree program. In this case, a student will not receive 35 credits for the clinical training and will not receive a second degree in medical laboratory science. The student would receive a certificate from the hospital and be eligible to take the MLS (ASCP) examination.

If a student wishes to complete a bachelor's degree in biology and then receive a second degree in medical laboratory science, the student will apply to the NAACLS accredited School of Medical Laboratory Science as a matriculated Gwynedd Mercy University student. The student would receive 35 credits for the clinical training and would be awarded a second degree, a Bachelor of Science in Medical Laboratory Science. Students would be eligible to take the MLS (ASCP) examination at the completion of the program.

Program Learning Objectives:

The success of the program, and hence its graduates, is determined by students/graduates:

- Successfully completing the first three years of the program with a minimum overall GPA of 2.8 and a science GPA of 2.8.
- Being accepted to one or more NAACLS accredited Schools of Medical Laboratory Science.
- Successfully completing the twelve months of professional studies in a NAACLS accredited hospital-based program and being awarded a Certificate of Completion.
- Successfully passing the MLS nation registry examination offered by the ASCP.
- Achieving gainful employment in medical laboratory science or other type of laboratory, such as pharmaceutical.

For Major Requirements: See Program Handbook and/or Curriculum Sheets.

Academic Criteria for Admission, Progression and Retention for Medical Laboratory Science

Program Admissions Requirements and Procedures: The prospective student should apply through Admissions. The program requires a minimum 2.8 GPA for all applicants. Science and math courses for first time freshmen should include Biology, Chemistry, Physics or Anatomy and Physiology, Algebra I and II, and Geometry or equivalent courses. Grades in these courses should be an average of not less than a B. Other pertinent courses will be reviewed. The Campus Coordinator will also review prospective student information provided for admission.

Admission to the MLT-to-MLS program is open to graduates of a medical laboratory technician program who have obtained their MLT (ASCP) certification (or equivalent). Additional criteria for eligibility for admission with advanced standing to Gwynedd Mercy University are described in this catalog in the Admissions section. Application may be made for this program as a full-time or part-time student.

Upon acceptance to Gwynedd Mercy University, the student will begin course work to fulfill the baccalaureate degree requirements. The degree requirements include the academic requirements of the University, as well as the upper-level science and health science courses. Students are required to attend a NAACLS approved affiliate School of Medical Laboratory Science and are not exempt due to the previous study in medical laboratory technology.

All students seeking admissions to affiliate programs for the major must maintain a minimum grade point average of 2.8 overall and 2.5 in science. Students must go through the admission process required to be admitted to the hospital based NAACLS accredited affiliate School of Medical Laboratory Science. The hospital based NAACLS accredited affiliate School of Medical Laboratory Science is independent from the University. Admission is competitive and the University cannot guarantee admission. Course requirements are the same as listed under Medical Laboratory Science.

Internal transfer students seeking to enter the program will indicate interest to the Campus Coordinator who will review their transcripts and any other information available and applicable. The student seeking transfer shall have an overall GPA of not less than 2.8 and grades in science and math not less than an average of a B. The Campus Coordinator will determine if the student can transfer into this program of study.

External transfer students seeking to enter the program will apply through Admissions. The student seeking transfer shall have an overall GPA of not less than 2.8 and grades in science and math not less than an average of a B. Applicable courses in science must not be older than seven years to be eligible for transfer. The prospective student must take 45 credits minimum at the University to be eligible for the degree. Admissions will consult with the Campus Coordinator to determine acceptance. The registrar will evaluate courses for transfer.

For Curriculum Sequence, see the Program Handbook and curriculum sheets.

Academic Standards/Grade Requirements and Progression for Medical Laboratory Science:

Students must maintain a minimum grade point average of 2.8 overall and a 2.5 average in science. If either the overall GPA or science GPA falls below these standards, the student will be placed on program probation. Should the GPA remain below these standards for a second semester, then the student will be dismissed from the MLS program. **All grades in science, math and the major must be “C” or above. For any grade below a “C” in a science course or a major course, the student will have one opportunity, for one course only, to repeat the course.** The student will be placed on program probation. Any subsequent failure in a science, math or a major course will result in the student being dismissed from the MLS program. Students must go through the admission process required to be admitted to the hospital based NAACLS accredited affiliate School of Medical Laboratory Science. The hospital based NAACLS accredited affiliate School of Medical Laboratory Science is independent from the University. **Admission is competitive and the University cannot guarantee admission.**

Attendance Policies: The student is required to abide by all attendance policies set forth for each University course. In addition, the NAACLS accredited affiliate program policies for attendance are strictly enforced and will be shared with the student before or upon acceptance.

Students are responsible for their own transportation to and from the affiliate program and its clinical affiliate sites.

Non-Academic Criteria for Admission, Progression and Retention**Technical Standards**

An applicant to the Medical Laboratory Science Program must, with or without reasonable accommodation, have sufficient:

- Visual acuity to be able to identify microscopic structures, cells, and organisms; to operate analytical instruments appropriately and safely without substantially endangering students, co-workers and patients.
- Fine motor skills and manual dexterity to obtain and manipulate specimens, reagents, instruments, and analytical equipment according to established guidelines with speed, accuracy, precision, and in a manner that does not endanger others.
- Communication skills to effectively convey and/or explain results to other health care personnel, both within and outside the laboratory.
- Interactive skills to maintain cooperative and productive working relationships with patients and other health care professionals.
- Emotional stability to exercise appropriate judgment in responding to emergency situations that may be present in the health care environment.
- Ability to effectively handle stressful situations.
- Ability, with or without reasonable accommodation, to safely perform all core tasks required of a medical laboratory scientist.

All standards were formulated to be in compliance with the Rehabilitation Act of 1973 and the Americans With Disability Act.

Affiliate Program Clearances and Policies/Procedures:

Students accepted to an affiliate MLS program must follow all pre-admission clearance procedures as stated by that program. In addition, all policies, such as confidentiality, dress code, professional liability insurance and professional standards must be adhered to. Failure to comply may result in dismissal from the affiliate MLS program and the University's MLS Program.

Students must maintain health insurance coverage for the duration of the MLS Program.

OCCUPATIONAL SCIENCE

Program Name: Bachelor of Health Science in Occupational Science

Degree Level: The Department of Occupational Science and Occupational Therapy offers a 5 ¼ year dual degree program in Occupational Science (BHS) and Occupational Therapy (MSOT).

Program Director/Coordinator: Thomas Mernar

Accreditation, Certification, and Credentialing Requirements: The Bachelor of Health Science (BHS) in Occupational Science Program is a dual degree program with the Master of Science in Occupational Therapy (MSOT) Program. The entry-level occupational therapy master's degree program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929. ACOTE's telephone number c/o AOTA is (301) 652-AOTA and its Web address is www.acoteonline.org.

Type: Term (The Occupational Science program is a term degree program with course offerings in the summer, fall, and spring. The one summer term of the students' senior year is eight weeks in duration and does not align with the summer I or summer II schedules outlined by the university.)

Modality: On Ground (The didactic portion of the Occupational Science program is delivered on-ground.)

Program Description: During the first three years of the Occupational Science Program, students will take three years of pre-professional courses in liberal arts, health science, and occupational science. Students who qualify for entry into the professional phase of the Occupational Therapy Master's Program (see Academic Progression into Occupational Therapy Master's Program below) will take 3 terms of occupational therapy courses to complete 124 undergraduate credits and earn a BHS in Occupational Science (see BHS in Occupational Science Graduation Requirements below). Students will continue to take 38 graduate credits in occupational therapy courses and earn a Master of Science degree in Occupational Therapy if graduation requirements are met (see Time to Completion of Occupational Therapy Program in the Graduate Catalog). In summary, the entire dual degree program in Occupational Science and Occupational Therapy can be completed in 12 academic terms with 124 undergraduate credits and 38 graduate credits. Occupational Science majors will have an undergraduate advisor.

Minor in Psychology: Occupational Science students completing all required Psychology courses may be eligible to apply for and earn a minor in Psychology.

Preparation for Professional Licensure: Graduates of the dual degree program will be eligible to sit for the national certification examination for the occupational therapist administered by the National Board for Certification in Occupational Therapy (NBCOT®). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). In addition, all states require licensure to practice; however, state licenses are usually based on the results of the NBCOT® Certification Examination. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT® certification examination or attain state licensure. ACOTE accredited occupational therapy and occupational therapy assistant educational programs satisfy the states' educational requirements in all states, the District of Columbia, and Puerto Rico. Students graduating from an ACOTE accredited occupational therapy and occupational therapy assistant educational program are eligible to take the NBCOT® certification exam and apply for licensure in all states, the District of Columbia, and Puerto Rico.

Program Learning Outcomes : The seven program learning outcomes for the Occupational Science Program are as follows: PLO1 Acquire, as a foundation for professional study, a breadth and depth of knowledge in the liberal arts and sciences and an understanding of issues related to diversity and disability. ; PLO2 Discuss the components of human occupation from physical, psychological, sociological, and cultural perspectives.; PLO3 Identify, describe, and apply major tenets from the discipline of occupational science to human health and disability.; PLO4 Report perceived occupational injustices for persons limited in the capacity or opportunity to engage in meaningful occupations. ; PLO5 Apply philosophical tenets of occupational science to other disciplines and professions aimed to promote health and well-being of others.; PLO6 Examine programs that promote occupational justice for individuals, groups, and populations, especially the underserved. ; PLO7 Develop intellectual and practice skills that support the philosophical and practical tenets of occupational therapy.

For major requirements: See Program Handbook and curriculum sheets.

Academic Criteria for Admission, Progression, and Retention

There are three modes of entry into the Occupational Science program totaling no more than 20 undergraduate students per cohort per year.

Traditional Freshmen Admission

Up to 15 students will be eligible for entry as first- year students. High school seniors should achieve a 3.1 high school GPA on a 4-point scale, 1080 combined Math & Reading SAT with a Math score of at least 500, or at least a 22 on ACT with no subsection under 20. (Applicants who choose not to submit SAT and ACT test scores must provide one letter of recommendation from a high school science teacher and schedule an in-person or virtual admissions interview with the Admissions team.)

Internal Transfers

A select number of undergraduate students at GMercyU can apply to change their major to the Occupational Science. Current GMercyU students who would like to apply for a change of major to Occupational Science, need to complete a change of major application and email it Dr. Thomas Mernar, Program Director of Occupational Science and Occupational Therapy Programs at mernar.t@gmercyu.edu between April 1st and May 1st. To be eligible for a change of major to Occupational Science, students must have completed 24 or more credits at Gwynedd Mercy University by the end of the spring semester, maintained a cumulative GPA of a 3.1 or greater, submitted the change of major application to Dr. Thomas Mernar between April 1 and May 1, and completed an in-person interview with a Departmental faculty member in May/June. Having earned an overall GPA of 3.1 or greater does not guarantee acceptance of a change of major to Occupational Science.

External Transfers

Pending availability, a limited number of students from other academic institutions may be eligible to transfer directly into the Occupational Science major if the if they have completed 24 or more credits, maintained a cumulative GPA of 3.1 or greater, completed an application that includes a written essay, and completed an in-person interview with a Departmental faculty member. No more than 35 credits can be transferred into the general education and prerequisite requirements required of an Occupational Science major. CLEP, IB, or AP credits are not accepted as fulfillment of any prerequisite course.

Academic Progress, Probation, and Program Dismissal**Academic Progress**

Occupational Science students have three GPA requirements while in the program. The pre-professional phase of this major is the first 3 years, or first 88 required credits of the program and students are required to maintain an overall GPA of 3.1 over this period. During this time, the students need to also maintain a GPA of 3.1 or greater for prerequisite courses of General Psychology, Abnormal Psychology, Developmental Psychology, Sociology, Anatomy and Physiology I and II with lab, and Statistics. Both GPA requirements must be met prior to initiating the professional phase of this program. The professional phase of the program is the final senior year of the major or 36 credits and students are required to maintain an overall GPA of 3.0 over this period. Additional professional phase requirements include having completed and documented 50 or more hours of occupational therapy observation beginning in the fall of their First-Year to the spring of their junior year/completed an approved online shadowing experience and attesting to meeting the Technical Functions of Occupational Therapy Practice (see below).

Probation

Students in the professional phase of the program whose cumulative GPA falls below 3.0 will be placed on academic probation. The calculation of the cumulative GPA will begin with the first summer semester of professional coursework in the summer following the students' junior year. Note: the students' GPA prior to this summer term of the senior year is not calculated into this professional phase GPA. For example, if a student entering the professional phase of the Occupational Science program had a GPA of 3.3 and then earned a GPA of 2.8 in the first summer term of the professional phase of the Occupational Science Program, their professional phase GPA would be 2.8, placing them on academic probation.

Occupational Science students are eligible to re-take up to 2 courses in the Occupational Science curriculum that are not an OSC 400 level course. If a student earns less than a "C" in one OSC 400 level course, they will earn an "F" for that course, be placed on academic probation, and they cannot progress to the next academic term in the professional phase of the Occupational Science program until this course is retaken the following year and an earned grade of "B" or better is achieved. If a student earns less than a "C" in two or more courses in an academic term during the professional phase of the program, the student will be ineligible to continue into the occupational therapy program as a graduate student. Academic probation from the Occupational Science program can continue into the Occupational Therapy program as a graduate student.

Program Dismissal

To be removed from academic probation, the student must raise their cumulative grade point average to 3.0 or greater. Students placed on academic probation shall be given up to two successive semesters in which to raise their cumulative GPA to 3.0 or better. Failure to raise the cumulative GPA to 3.0 or greater will result in a recommendation of dismissal from the Occupational Science program. Students can elect to change their major and complete degree requirements of a different major offered by the university.

If a student completes the retake of a failed OSC 400 level course and earns less than a "B", they will not be eligible to enter the Occupational Therapy program as a graduate student.

Curriculum Sequence: *For Curriculum Sequence, see Program Handbook.*

Academic Standards/Grade Requirements: A grade of a "C" is required of all major 400 level Occupational Science courses in the Occupational Science Program.

Percentages	Letter Grade	Quality point
94 - 100	A	4.00
90 - 93	A-	3.67
87 - 89	B+	3.33
83 - 86	B	3.00
80 - 82	B-	2.67
77 - 79	C+	2.33

73 - 76*	C	2.00
70 - 72	C-	1.67
67- 69	D+	1.33
63 - 66	D	1.00
60-62	D-	0.67
0-59	F	0.00

Attendance Policy: In the Occupational Science and Occupational Therapy Programs, professional knowledge and skills are integrated through classroom, fieldwork and service-learning experiences. *Punctuality and regular attendance are expected in every Occupational Science course.* Instructors take class attendance into account when determining grades.

1. Students are responsible for contacting an instructor in the event of an absence.
2. Up to 3 absences from a single course are allowed without penalty for fall, spring, and summer terms.
3. Having 4 or more total absences or episodes of lateness to a single course in the fall, spring, or summer terms may result in a 5-point final grade deduction from that respective course.
4. Examinations missed due to absence will only be rescheduled at the discretion of the instructor and proper notification of the absence was given prior to the exam.

The student is responsible for all material covered in the course regardless of absences.

Time to Completion: A BHS in Occupational Science can be completed in 4 years with 124 credits earned.

OT Program Fees: Students will be required to pay OT Program Fees of \$170 for each academic term (summer, fall, spring) beginning their senior year. The OT Program fee pays for membership to AOTA, POTA, Hello Note EMR, Typhon student tracking and e-portfolio, APA training, OTKE testing, program polo shirt, ExamSoft testing software, and NBCOT exam review materials/course. Additional costs to the students can include: graduate health insurance; Complio clearance, health and wellness tracking; American Heart Association Heartsaver First Aid, CPR, and AED certification; health clearances (e.g., annual flu shot, physical, and immunizations); uniform attire if a fieldwork site holds dress requirements; transportation to the university and fieldwork sites; and required books/course materials (approximately \$2,000/year).

Non-Academic Criteria for Admission, Progression and Retention

Technical Standards for Occupational Therapy Practice: Students entering into the senior year of the Occupational Science Program must possess essential skills (observation, communication, motor function, intellectual-conceptual abilities, integrative and quantitative abilities, and behavioral and social attributes) to perform all educational (classroom, virtual, laboratory and clinical), fieldwork, and experiential preceptorship tasks in an accurate, safe, and efficient manner, to the satisfaction of the faculty, with or without reasonable accommodation.

Observation

- Normal or corrected visual ability sufficient for client observation and assessment to ensure safety and accurate measurement.
- Ability to obtain information from written documents, videotaped data, graphic images and measuring devices accurately and within a reasonable time frame.
- Ability to sufficiently monitor and assess health needs of clients.

Communication

- Interact with others in a professional, courteous, and collaborative manner while using good judgment for confidentiality.
- Demonstrate respect for the dignity of each person.
- Maintain integrity in word and deed with others.
- Read, speak, and write in English effectively using proper grammar, spelling, and punctuation.

Motor Function

- Assume a variety of body postures that can include continuous sitting, standing, walking, bending, reaching, pulling, lifting, stooping, kneeling, and crawling.
- Demonstrate manipulation skills to effectively carry and use therapeutic equipment (i.e. assistive devices, weights).
- Demonstrate movement and mobility skills that are required for safe handling of persons of various sizes in order to perform safe transfers and guarding during functional mobility with and without an assistive device.
- Pushing and pulling in order to provide resistance for the purposes of maneuvering and transitioning persons such during bed mobility, using a wheelchair, and for sitting and standing balance activities.
- Demonstrate eye-hand coordination, postural control, strength, endurance, and integrated function of the senses (vision, hearing, smell, and touch) during the therapeutic process.

Intellectual-conceptual Abilities

- Demonstrate verbal and written insight into one's own academic and clinical performance.
- Demonstrate the mental capacity to understand, problem solve, and make judgments in order to promote ethical reasoning.
- Demonstrate ability to collect, document, and analyze evaluation data and implement client- centered and occupation-based interventions.

Integrative and Quantitative Abilities

- Demonstrate the mental capacity to understand, problem solve, and make judgments in order to promote safety.
- Intellectual capacities to measure, evaluate, calculate, reason, analyze and synthesize information specific to client care.
- Demonstrate ability to apply information learned from the classroom to a therapeutic practice environment.

Behavioral and Social Attributes

- Demonstrate mature and professional behaviors with other students, faculty, colleagues, and clients.
- Be receptive and open to mentor feedback about academic or fieldwork performance and adherence to academic and fieldwork policies and procedures.
- Establish and maintain a therapeutic relationship with clients.

- Ability to work cooperatively and collaboratively with others.

Students should review the Technical Standards carefully and identify if additional supports are needed for any portion (didactic and clinical) of the Occupational Science and/or Occupational Therapy programs. Students are encouraged to contact the Student Accessibility Services Office to arrange an individualized consultation to discuss any support services or accommodations they may need.

Compliance Requirements and Clearances: Occupational Science students in their senior year must be compliant with all clearance and health and wellness requirements. At the onset of the senior year, students will be sent information and instructions for access to the Complio system. Clearance and health and wellness requirements are annual, so they will need to be redone the following year to remain in compliance. Failure to adhere to the required compliance deadlines may result in course grade deductions and a non-approval to register for the subsequent Program term. Clearance and health and wellness requirements for the Occupational Science Program include: PA State Police background check, PA child abuse clearance, FBI fingerprints, completion of Act 126—"Child Abuse Recognition and Reporting Training" (Please note that this is a 3-hour online training certificate and NOT the PA child abuse clearance, American Heart Association Heartsaver First Aid, CPR, AED Certification (Please note that no exceptions will be made for any other certification), Medical history/physical examination, Vaccinations that include MMR, Varicella, Hepatitis B, Tdap, Tuberculosis, Drug Screening, Flu Shot, and Meningitis. An adverse background check can restrict a student's ability to access fieldwork, affect a graduate's ability to later sit for the NBCOT® certification examination, or attain state licensure as an occupational therapist.

Professional Disposition and Conduct: Students are required to adhere to standards of professional behavior. Professional standards include promptness, collaboration, cooperation, dedication to learning, presenting oneself appropriately, proper oral and written communication, and ethical behavior. Professional behavior includes but not limited to: attendance; arrival to class on time, active listening; punctuality; no instant messaging, emailing, social internet browsing, or phone activity (phone may stay on vibrate mode in case of emergency notification). Students are expected to email course instructor if they will be missing a class. If a student wants to record a class session or transmit a class session to another student (audio or video), permission from the course instructor is required. It is a student conduct violation to download recorded lectures, labs, and meetings to a computer, upload them to the internet, or otherwise share, transmit or publish such recordings without the prior written consent of all participants (unless the professor has agreed in writing to such action and the recording is a recording of the professor's class). Course instructors reserve the right to deduct up to 5 points off the student's final course grade for violation(s) of professional standards or behaviors. Students will be notified in writing if an unprofessional act was identified as well as the amount of deduction from the students' final grade.

Testing Requirements: Some instructors will require the students to use the testing platform of ExamSoft during their senior year.

Technology Requirements: Minimum system requirements can be found in the Occupational Therapy Student Handbook. All students are required to have a laptop with camera capabilities.

RADIOLOGIC TECHNOLOGY

Program Degree Level: BS in Radiologic Technology

Program Type: Term Program

Program Modality: On-Ground Program

The majority of the instruction is to students through on-ground, face-to-face meetings with the flexibility for instruction in other modalities.

Program Description: The Radiologic Technologist or radiographer is an individual who uses imaging equipment to perform diagnostic imaging (x-ray) procedures as ordered by physicians. They are health care specialists who can also perform advanced modality procedures such as CT, MRI, mammography, and interventional radiology as well as education, research and other related fields with additional education or training.

Campus Coordinator: Joy Fox

As a radiologic technologist, one can work in a variety of health care settings including: hospitals, doctors' offices, clinics and outpatient centers as well as continuing their education after graduation.

As a radiologic technologist, a professional in the health care team, graduates are responsible for proper patient care, appropriate radiation exposure and accurate radiographic positioning and procedures to ensure quality diagnostic radiographs. Graduates from this Bachelor of Science degree program can expect additional career options such as, management, applications, sales and more. The Bachelor of Science degree affords the graduate opportunities for advancement along with the skill of a registered radiologic technologist.

A student who wishes to earn a Bachelor of Science degree in Radiologic Technology, follows a four-year program. The first two years (63) credits are taken on the university campus. The final two years of the Radiologic Technology program takes place in a 20-24 month program at a hospital-based Joint Review Committee on Education in Radiologic Technology (JRCERT) approved affiliate School of Radiologic Technology. Radiography. Students are prepared to take the Examination in Radiography Examination offered by the American Registry of Radiologic Technologists (ARRT) for Professional Registration.

Students enrolled in the Radiologic Technology major must complete all required courses before beginning the junior year of study at a hospital-based Radiologic Technology Program.

The hospital-based (JRCERT) affiliate accredited Schools of Radiologic Technology are independent from the University. Students will be advised when application must be submitted to affiliate programs. A list of JRCERT approved affiliate Schools of Radiologic Technology can be found in the Student Handbook.

Additional JRCERT accredited programs can be found at www.jrcert.org

Representatives from the hospital-based program will review the applicant's grades and a personal interview will follow. Some affiliates require the student to take the TEAS assessment test. **Admission is competitive and the University cannot guarantee that a student will be accepted to an affiliate program**

During the 2nd two years of the program in radiologic technology, the student will have didactic, laboratory and clinical education on a full-time, 40 hours a week basis at the affiliate program. All radiologic technology courses will be taught by qualified educators in the field of radiologic technology. Students will participate in didactic and clinical education courses at an affiliate site to which they have applied and been accepted.

Students are expected to follow all policies and procedures of the affiliate program while enrolled. All graduating students are eligible to sit for the national American Registry of Radiologic Technologists (ARRT) examination in Radiography to become a registered Radiologic Technologist, RT (R), a title recognized in all 50 states.

The junior and senior student who is at the affiliate program pays the affiliate's tuition as well as a fee to the University for each year (found in this catalog under expenses). The student is responsible for the tuition to the affiliate hospital and any additional costs. The student enrolled in the affiliate radiologic technology program is expected to follow all policies and procedures of that affiliate.

The student is responsible for transportation to and from the School of Radiologic Technology. The student is responsible for registering for Gwynedd Mercy RDS courses that correlate with the affiliate program courses for the Fall, Spring and Summer semesters.

Students can continue to file the FASFA form through the University and receive federal financial aid towards the affiliate program toward tuition. Students who receive tuition assistance from the Veterans Administration (VA) should be aware that once they enter the affiliate program, the University will no longer be the liaison for processing VA tuition transactions. It is the student's responsibility to contact the affiliate program to find out if they are a VA participating program prior to applying. The certifying official at a VA participating affiliate will assume the role of processing VA benefits while enrolled in the affiliate program. The student should also contact the VA directly for additional information.

Jefferson Option – Radiologic Sciences

Students also have the option to apply for transfer into the Diagnostic Imaging Multi- Competency Program at Thomas Jefferson University College of Health Professions. Gwynedd Mercy University maintains a formal transfer agreement with Thomas Jefferson University. **Application must be made separately from the Gwynedd Mercy University application. Additional pre- requisite courses are required.** Students will be advised at which point in their studies that this application must be submitted. Admission is competitive and no guarantee is granted any student that they will be accepted. Students choosing this option will have their Bachelor of Science degree awarded by Thomas Jefferson University. Students considering this option should meet with the Radiologic Technology Campus Coordinator as early in the educational process as possible to plan this pathway. **This is a very competitive program and the University makes no guarantee of acceptance.**

B.S. Completion Option (Reverse Bachelor's Degree)

This program is designed to provide the Registered Radiologic Technologist, RT(R), with a pathway to earn the B.S. in Radiologic Technology degree recognizing their accomplishment in successfully completing a School of Radiologic Technology and subsequently passing the ARRT's Examination in Radiography. The student is required to follow and complete the courses listed in the Radiologic Technology Curriculum. This is the same curriculum that the traditional 2 + 2 student follows.

Students may be eligible for up to 62 credits in the Radiology major section of the curriculum. Students may also transfer general education courses from other colleges and universities as per Gwynedd Mercy

University's policies and procedures. The student must also meet the credit residency requirement in order to earn the degree.

Please contact the Radiologic Technology Campus Coordinator for more details.

Program Learning Objectives: The success of the program, and hence its graduates, is determined by students/graduates: Successfully completing the first two years of the program with a minimum overall GPA of 2.8 and a science and math GPA of 2.8; Being accepted to one or more JRCERT affiliate accredited Schools of Radiologic Technology; Successfully completing the two years of professional studies in a JRCERT affiliate accredited hospital-based program, and being awarded a Certificate of Completion; Successfully passing the ARRT national registry examination in radiography; Achieving gainful employment in the field of Radiologic Technology.

For Major Requirements, see Program Handbook and curriculum sheets.

Academic Criteria for Admission, Progression and Retention for Radiologic Technology

Program Admissions Requirements and Procedures: The prospective student should apply through admissions. The program requires a minimum 2.8 GPA for all applicants. Science and math courses for first time freshmen should include Biology, Chemistry, Physics or Anatomy and Physiology, Algebra I and II, and Geometry or equivalent courses. Grades in these courses should be an average of not less than a B. Other pertinent courses will be reviewed. The Campus Coordinator will also review prospective student information provided for admission.

Internal transfer students seeking to enter the program will indicate interest to the Campus Coordinator who will review their transcripts and any other information available and applicable. The student seeking transfer shall have an overall GPA of not less than 2.8 and grades in science and math not less than an average of a B. The Campus Coordinator will determine if the student is eligible to transfer into this program of study provided there are enough seats remaining.

External transfer students seeking to enter the program will apply through admissions. The student seeking transfer shall have an overall GPA of not less than 2.8 and grades in science and math not less than an average of a B. Applicable courses in science must not be older than seven years to be eligible for transfer. The prospective student must take 36 credits minimum at the University to be eligible for the degree. Admissions will consult with the Campus Coordinator to determine acceptance. The registrar will evaluate courses for transfer.

Academic Standards/Grade Requirements and Progression for Medical Laboratory Science: Students must maintain a minimum grade point average of 2.8 overall and a 2.5 average in the Exploring the Natural World section of the curriculum as well as the major. If either the overall GPA or Exploring the Natural World section of the curriculum and the major GPA falls below these standards, the student will be placed on program probation. Should the GPA remain below these standards for a second semester, then the student will be dismissed from the Radiologic Technology program. **All grades in Exploring the Natural World section and the major must be "C" or above. For any grade below a "C" in any of these courses, the**

student will have one opportunity, for one course only, to repeat the course. The student will be placed on program probation. Any subsequent grade below a C in Exploring the Natural World or a major course will result in the student being dismissed from the Radiologic Technology program. Students must go through the admission process required to be admitted to the hospital-based JRCERT accredited affiliate School of Radiologic Technology. The hospital-based JRCERT accredited affiliate School of Radiologic Technology is independent from the University. **Admission is competitive and the University cannot guarantee admission.**

Attendance Policies: The student is required to abide by all attendance policies set forth for each University course, In addition, the JRCERT accredited affiliate program policies for attendance are strictly enforced and will be shared with the student before or upon acceptance.

Students are responsible for their own transportation to and from the affiliate program and its clinical affiliate sites.

Non-Academic Criteria for Admission, Progression and Retention for Radiologic Technology

Technical Standards: An applicant to the Radiologic Technology Program must, with or without reasonable accommodation, have sufficient abilities in the following:

Climbing--Ascending or descending using feet and legs and/or hands and arms. Body agility is emphasized.

Balancing-- Maintaining body equilibrium to prevent falling when walking, standing or crouching.

Stooping-- Bending body downward and forward by bending leg and spine.

Kneeling-- Bending legs at knee to come to a rest on knee or knees.

Crouching-- Bending the body downward and forward by bending leg and spine.

Reaching-- Extending hand(s) and arm(s) in any direction.

Standing-- Particularly for sustained periods of time.

Walking-- Moving about on foot to accomplish tasks, particularly for long distances.

Pushing-- Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.

Pulling-- Using upper extremities to exert force in moving objects in a sustained motion.

Lifting-- Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.

Grasping-- Applying pressure to an object with the fingers or palm.

Talking-- Expressing or exchanging ideas by means of spoken word to other workers accurately, loudly or quickly.

Hearing-- Ability to receive detailed information through oral communication and to make fine discriminations in sound when applicable.

Visual Acuity-- This is a minimum standard for use with those whose work deals largely with preparing and analyzing data and figures, accounting, transcription, computer terminal, monitors, extensive reading, visual inspection, using measurement devices, assembly or fabrication of parts at distances close to eyes.

Medium Work-- Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

All standards were formulated to be in compliance with the Rehabilitation Act of 1973 and the Americans with Disability Act.

Affiliate Program Clearances and Policies/Procedures: Students accepted to an affiliate Radiologic Technology program must follow all pre-admission clearance procedures as stated by that program. In addition, all policies, such as confidentiality, dress code, professional liability insurance and professional standards must be adhered to. Failure to comply may result in dismissal from the affiliate Radiologic Technology program and the University's Radiologic Technology Program. Students must maintain health insurance coverage for the duration of the Radiologic Technology Program.

RADIATION THERAPY

Program Name: Radiation Therapy Program

Program Director/Coordinator: Rose Troutman

Program Accreditation by The Joint Review Committee on Education in Radiologic Technology (JRCERT); 20 N. Wacker Drive, Suite 2850 Chicago, IL 60606-3182, e-mail: <http://www.jrcert.org> or call: (312) 704-5300 Program Degree Level (BS, BA, BSN, etc.). Awarded eight years (8)

Type: Term

Modality: On-ground

Description: As a radiation therapist, you will work directly with patients, radiation oncologists and radiation physicists using advanced equipment to administer high energy x-rays, radioactive materials and other sources of ionizing radiation to treat cancer. While here at GMercyU, one of the top radiation therapy schools in PA, you will be prepared to deliver competent and compassionate patient-centered care. In keeping with our Mercy tradition, our curriculum is career-oriented but also helps you build a strong foundation in liberal arts and ethics, so you are prepared to treat the whole person with respect and dignity. You can build on your educational foundation in radiation therapy and take your career in different directions including administration, dosimetry, research, education, and direct patient care, making us a great choice for students seeking a radiation therapy school in PA.

Preparation for Professional Licensure Registry/Licensure: Upon successful completion of the Program, the graduate is eligible to apply to take the American Registry of Radiologic Technologists (ARRT) examination in radiation therapy. Instructions to complete the online application will be provided by the Program Director at the appropriate time. Students are to return their completed Program Competency list to the Program Director for signature. **All program competencies must be satisfactorily completed and verified by the Program Director. Students must complete all competencies in order to be eligible to submit their online application to the ARRT.** The ARRT will review all applications and approve eligibility to take the examination. Applicants must be in good standing and in compliance with the ARRT Standard of Ethics and Rules and Regulations. Any applicant who has been **convicted of a felony or misdemeanor**, should contact the ARRT prior to application and have their case reviewed. The ARRT reserves the right to refuse eligibility to any applicant whom they find not in compliance with the Rules and Regulations and Standards of Ethics.

Program Learning Outcomes and Goals: Goals: *Graduates will be competent entry level radiation therapists. *Students will demonstrate critical thinking. *Students will demonstrate effective communication skills. *The students/graduates will model professionalism. Program Student Learning Outcomes: At the completion of the radiation therapy program, the graduates will demonstrate: PLO1 Empathic patient centered care; PLO2 Application of appropriate radiation safety principles; PLO3 Accuracy in performing radiation therapy procedures; PLO4 Effective oral and written communication skills; PLO5 Appropriate response to events in clinical and lab situations; PLO6 Appropriate professional behaviors.

For Major Requirements, see Program Handbook and Curriculum Sheets: The Radiation Therapy Program has a carefully developed, approved curriculum of study. The program will follow the most recent radiation therapy curriculum published by the American Society of Radiologic Technologists (ASRT). Additionally, the most recent American Registry of Registered Radiographers (ARRT) guidelines are integrated into the curriculum. A full description of each program with the required academic courses, and the courses of the concentration of study are available in the University catalog, as well as a sample curriculum sheet for both the Bachelor of Science and the Bachelor of Health Science degree.

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: Gwynedd Mercy University and the Radiation Therapy Bachelor of Science degree programs are open to all individuals of any race, color, religion, gender, age, disability, national origin, and any other protected class. The program has a rolling admission policy and admission decisions are based on academic performance, experience and achievement of the applicant. Completed applications are reviewed on a first come, first serve basis. Admission to the program is limited due to clinical placement.

First-time Student: The requirements for a first-time student entering the University include the following:

- Completed application
- Evidence of high school graduation which can be an official transcript or a copy of their General Education Development (GED) tests results. The high school transcript must show satisfactory completion of High School Math (Algebra, Calculus or Trigonometry) and Science (Biology and recommended Physics)
- Have a combined Math and Verbal component of the SAT exam of 1060 or higher, or an ACT score of 22 or higher (Applicants who choose not to submit SAT and ACT test scores must provide one letter of recommendation from a high school science teacher and schedule an in-person or virtual admissions interview with the Admissions team.)
- Submit a letter of recommendation concerning the moral character of the prospective student from the school from which the applicant is enrolled or graduated from or other professional source.
- A shadow experience observation in a radiation therapy department to include a written report on the observation and its impact on the decision to enter the profession. Additionally, the therapist facilitating the shadow experience is required to complete an evaluation form on applicant.

Once the requirements for admission are met, the applicant will be scheduled for an interview with radiation therapy program faculty. During this process various policies and procedures will be reviewed.

Transfer students

- The college transfer student needs to meet the admission criteria of the University and the Radiation Therapy Program.
- Complete an online application.

- Applicants must be proficient in math and science with college courses in Anatomy & Physiology I & II, with a lab (online labs not accepted), an upper-level Math (both with a transfer grade of “C” or higher), English 101, Computer Science and Public Speaking/ Communication classes, with an overall GPA of 3.0 or higher.

- A letter of recommendation concerning the character and promise as a student from the school from which the applicant is enrolled or graduated.

- A shadow experience observation in a radiation therapy department to include a written report on the observation and how the experience impacted the decision to enter the profession. Additionally, the therapist facilitating the shadow experience is required to complete an evaluation form on applicant.

Once the requirements for admission are met, the applicant will be scheduled for an interview with radiation therapy program faculty. During this process various policies and procedures will be reviewed.

Radiographers

- Graduate of a JRCERT accredited program in Radiologic Technology.
- Achieved at a minimum an Associate degree from an accredited academic institution.
- Be a registered or registry eligible Radiologic Technologist (before the end of the Fall Semester of the Junior year).
- Complete an online application.
- Must submit all transcripts from all educational institutions attended.
- Submit a letter of recommendation concerning the moral character of the perspective student from the school from which the applicant is enrolled or graduated from or other professional source.

- Applicants must be proficient in math and science with college courses in Anatomy & Physiology I & II, with a lab (online labs not accepted), an upper-level Math (both with a transfer grade of “C” or higher), English 101, Computer Science and Public Speaking/ Communication classes, with an overall GPA of 3.0 or higher

- A shadow experience observation in a radiation therapy department to include a written report on the observation and how the experience impacted the decision to enter the profession. Additionally, the therapist facilitating the shadow experience is required to complete an evaluation form on applicant.

Once the requirements for admission are met, the applicant will be scheduled for an interview with radiation therapy program faculty. During this process various policies and procedures will be reviewed.

Curriculum Sequence: See Program Handbook and curriculum sheets for Radiation Therapy major courses

Academic Standards/Grade Requirements

DIDACTIC COURSES

A = 95 and above

A- = 92 - 94

B+ = 88 - 91

B = 85 - 87

B- = 82 - 84

C+ = 79 - 81

C = 75 – 78

ANY GRADE LESS THAN A "C" IS CONSIDERED POOR PERFORMANCE AND A FAILING GRADE FOR CONCENTRATION AND CO REQUISITE COURSES.

C- = 73 - 74

D+ = 71-72

D = 70

F = below 70

CLINICAL COURSES

A = 97 and above

A- = 95 - 96

B+ = 92 - 94

B = 90 – 91

ANY GRADE LESS THAN A "B" IS CONSIDERED POOR PERFORMANCE AND A FAILING GRADE FOR CLINICAL COURSES

B- = 88 - 89

C+ = 86 - 87

C = 85

Any student who does not earn the minimum grade of "C" for any concentration course(s) may not continue in concentration courses until the course(s) has/ have been successfully completed. No course of concentration may be repeated until the following year and **may only be repeated one time**. Students repeating courses will be **readmitted to concentration courses on a space available basis only**. The degree will be withheld until the concentration required courses and all Program Competencies are satisfactorily completed with the minimum grade. A student who fails two or more didactic courses in the major and/or core requisite courses (C- and/or below) will be dismissed from the program. Failure to successfully complete a repeated course will result in dismissal from the program.

A student must maintain a grade of "C" or above for each didactic course in the concentration and each requisite course. Students must maintain a grade of "B" or above for each clinical course. Failure to maintain these required grades will result in dismissal from the program for reasons of academic/clinical failure.

Students must maintain a minimum overall GPA of 3.0 to remain in the program

Students are on clinical probation until the completion of the fall semester. Probation is lifted following satisfactory clinical evaluation but **may be re-imposed at any time** because of unsatisfactory clinical and/or professional performance.

The following conduct is prohibited, and students will be subject to disciplinary action, including dismissal from the program, in accordance with due process:

1. Any violations of the University Code of Student Conduct
2. Violation of the University Honor code
3. Violation of the University Drug and Alcohol Use Policy
4. Violations of Clinical Affiliate Policies and Procedures
5. Violation of Radiation Therapy Program Policies (i.e., attendance, lateness, dress code, course requirements, etc.)

Students are expected to always conduct themselves in a professional manner and in accordance with the American Registry of Radiologic Technologists (ARRT) Code of Ethics.

Attendance Policies: There are no excused absences from class. It is the student's responsibility to be prepared for class by reviewing all class notes, completing assignments (both reading and written). **If absent from class (classes) the student is responsible for all missed class work and assignments.**

The required amount of time to be devoted to study each week is fifteen (15) to twenty (20) hours or two (2) hours of study for each hour of lecture.

Clinical Education

There are **NO** excused absences from clinical education. Absences of two (2) or more consecutive days for illness require a physician's note regarding the student's ability to return to clinical assignment. Students must notify **their clinical supervisor and the clinical coordinator on each day of absence by the start of their shift.** The student has the option to make up for any absences. Absences (not made up) will result in a decrease in the clinical grade. The student will be counseled and placed on probation. Failure to comply with recommendations within the specified time will result in dismissal from the program.

Students will be required to complete the clinical competency evaluation forms as well as timecards, via Trajecsyst, an online reporting system. All clinical course requirements must be completed and reviewed by the clinical coordinator by the specified deadline. Failure to do so will result in a decrease in final course grade. Students must complete all clinical course work prior to the start of the next semester. Students not in compliance will be dismissed from the program.

These courses are competency-based. Competency is defined as accurately performing procedures on a consistent basis, not just once. Each rotation requires that the student attend the scheduled days to attain competency in the rotation. Competencies will be achieved if at the completion of the scheduled rotation all required experiences are acceptable and the scheduled number of required clinical days during these rotations is completed. These are the requirements needed to achieve the grade of an "A." If the student is unable to attend a scheduled clinical day for reason of illness, he/she will have the opportunity to electively complete the required days during that semester. These days can be completed during scheduled time off which occur periodically during the semester rotations; however, the time **cannot** be scheduled when the University is closed. If the student elects to complete the required scheduled days of practice during this rotation, it must be done prior to the start of the next semester. The student also may elect not to complete the scheduled rotation days and receive a decrease in his/her grade. Failure to comply with recommendations within the specified time period will result in dismissal from the program. In the event of inclement weather and the University is closed, students do not report to clinical, the student must notify the clinical site that the University is closed. **The combination of Clinical hours and didactic hours shall not exceed 40 hours per week.**

The following is the grading system for the required clinical attendance during the specific rotations:

Zero Absences	=	A
1 – 2 Absences	=	B <i>counseling/warning (written and verbal) is given that 1 or 2 days are incomplete</i>
3 – 4 Absences	=	C <i>student will be placed on probation</i>
More than 4	=	F <i>(and will result in dismissal from the program)</i>

Note: One clinical day is equal to eight (8) hours.

All clinical course requirements must be completed and submitted by the specified deadline, via Trajecsyst. Failure to do so will result in a decrease in final course grade. Students must complete all clinical course work prior to the start of next semester. Students not in compliance will be dismissed from the program.

Didactic Education

There are **NO** excused absences from RTS courses. In cases of emergency or illness, the student is to notify Mrs. Rose Troutman, Program Director by calling 267-448-1429 or e-mail her at troutman.r@gmercyyu.edu or Clinical Coordinator, Ms. Lorraine Quarles, at 215-448-1451 or quarles.l@gmercyyu.edu as well as the instructor for the class, no later than 8:00 a.m. Excessive absences from class will result in counseling for the student and a decrease in the student's final grade.

Excessive absenteeism will result in the student being placed on probation and will have a grade reduction for the specific course in which the absences occur. No improvement in attendance will result in dismissal from the program. **ATTENDANCE IS MANDATORY FOR ALL CONCENTRATION COURSES.**

Tardiness

Clinical Education

Tardiness is defined as not being at the assigned area and prepared for clinical assignment at the designated starting time.

Students will be counseled regarding lateness; additionally, students who are **late more than 2 times during a clinical rotation will be counseled and placed on probation.** Continued failure to modify this behavior will result in the student receiving a decrease of one grade on final course grade or dismissal from the program if tardiness continues.

Classroom

Students are expected to participate in all the academic courses and program activities and are expected to be on time for all classes and labs. Once the class has started you are considered late. Entering the classroom after class has begun is disruptive not only for the students but the instructor as well. It is the student's responsibility to be on time for class. If a student is going to be late or sick, the student is expected to contact the Program Director and the Instructor of the course. Students are not to pass any message via fellow students.

Habitual tardiness (more than one (1) lateness in a five (5) week period) will result in the decrease in the grade for the RTS course(s) in which the tardiness occurred.

Students who are repeatedly late will be counseled and placed on probation. If there is no improvement in their punctuality, they will be dismissed from the program.

Academic Progress, Probation, and Program Dismissal: A student who fails two didactic courses in the major and/or co-requisite courses (C- or below) or one clinical course (B- or below) will be dismissed from the program.

ACADEMIC/ CLINICAL PROBATION: All students are accepted on a probationary basis. To continue in the program, a student must achieve a minimum grade of "C" in all didactic courses and a "B" in all clinical education courses.

Clinical/Experiential Learning: Students are required to spend a minimum/maximum of sixteen (16)/thirty (30) hours in Clinical Education each week depending on their year of study. These hours may include conferences and chart rounds. No student is required to remain in the department for overtime hours; however, students are encouraged to remain after normal working hours to complete procedures already in progress. The start of the clinical education day will vary from institution to institution. There will be one

half hour for lunch and one-half hour for paperwork. Any variations in schedules must be approved by the Program Director and Clinical Coordinator. Students must comply with the hours of the clinical institution. Some clinical education experiences may be scheduled at times other than the normal schedule. Students' clinical schedule will be adjusted to provide these experiences, which may require an early, late, or a weekend schedule. Students in the program must provide their own transportation to and from the clinical site. Many of the clinical sites are accessible by public transportation. Students are responsible for arranging and paying for their transportation to their clinical site. Students in need of a parking space at their clinical site will receive information on parking during their orientation to their clinical site if parking spaces are available for students. Students who park at the clinical facilities will be responsible for any fees that may occur.

Non-Academic Criteria for Admission, Progression and Retention

The University conducts a "credit by examination program" whereby students may take examinations for academic credit as applicable to a given program. This program allows knowledge and experience attained through non-formal and non-traditional approaches to learning to be recognized. Certain controls and restrictions by the Accrediting agencies for Allied Health Programs do not permit the use of the above procedure for challenging courses in the concentration. Academic courses, however, may be challenged through the procedure outlined in the University catalog available online at www.gmercyu.edu.

Technical Standards: In order to perform the daily duties of the Radiation Therapist accurately and efficiently, the Radiation Therapy student must be able to:

Climb- Ascending or descending using feet and legs and/or hands and arms.

Balance- Maintaining body equilibrium to prevent falling when walking, standing, or crouching.

Stoop- Bending body downward and forward by bending leg and spine.

Kneel- Bending legs at knee to come to a rest on knee or knees.

Reach- Extending hand(s) and arm(s) in any direction.

Communication- Communicate effectively with patients and staff in both verbal and written forms in the English language, with the ability to give and receive directions and information.

Stand- Standing for particularly sustained periods of time, to include bending and twisting.

Walk- Moving about on foot to accomplish tasks, particularly for long distances.

Push- Using upper extremities to press against something with steady force to thrust forward, downward, or outward.

Pull- Using upper extremities to exert force in moving objects in a sustained motion.

Lift -Raising object from a lower to a higher position or moving objects horizontally from position-to-position.

Grasp- Applying pressure to an object with the fingers or palm; tactile dexterity.

Speak- Expressing or exchanging ideas by means of spoken words to other workers accurately, loudly, or quickly.

Hear- Ability to receive detailed information through oral communication and to make fine discriminations in sound when applicable, especially in a noisy environment.

Visual Acuity -This is a minimum standard for use with those whose work

deals with preparing and analyzing data and figures, accounting, transcription, computer terminal, monitors, extensive reading, visual inspection, using measurement devices, assembly, or fabrication of parts at distances close to eyes. Ability to see and read instructions in dim lighting.

Medium Work -The ability to exert up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects to include the ability to provide safe operation of large medical equipment.

Compliance Requirements and Clearances:

Cardiopulmonary Resuscitation (CPR) Certification or re-certification is required before beginning clinical education experiences in any health care facility. Copies must be submitted to the Director of Clinical Education and placed in the student's file.

Certified Background Check: All students enrolled in the Radiation Therapy Program are required to have a criminal background check done through www.castlebranch.com. There are in-state (PA) and out-of-state checks done depending on where the student lives. Students will receive instructions on how to retrieve this information with their orientation letters which are emailed to them in the beginning of July. The student is responsible for the fee incurred.

A **copy** of the completed criminal background check is to be sent to the Radiation Therapy Program Director prior to the start of clinical.

*Some clinical sites will require additional criminal background checks such as Castle Branch Bridges or IDEMIA (FBI fingerprinting)

Certificate of health from a nurse practitioner or a family physician is necessary. All students are required to have a history and physical done prior to entering the program and clinical education. Students whose History and Physical Record are not on file will not be permitted to attend clinical education. The completed health form must be returned to the University nurse before August 1st. Students must provide documentation of all required inoculations. The Hepatitis B vaccination is required by the clinical affiliates. If the student chooses not to be inoculated for Hepatitis B, he/she must sign a declination form, which also must be returned to the University nurse. All history and physical forms and declination forms will be kept on file in the University nurse's office. The student must have the following or provide documentation of immunity to comply with Gwynedd Mercy University Radiation Therapy program. Students without completed health forms will not be permitted in any clinical site.

THE FOLLOWING PROOF OF IMMUNIZATIONS ARE MANDATORY:

1. MEASLES (RUBEOLA), MUMPS, AND RUBELLA (German Measles):

Proof of two live vaccines (e.g., MMR) after 12 months of age for measles and mumps and one live vaccine (e.g., MMR) after 12 months of age for rubella OR serologic evidence of immunity (titer)

2. VARICELLA:

Proof of two doses of vaccine OR serologic evidence of immunity (titer)

3. HEPATITIS B:

Proof of three dose series of vaccine AND serologic evidence of immunity.

Students with low/negative titer results after completion of three dose series should discuss re-immunization with a second three dose series, according to CDC recommendations for healthcare providers. A second serologic titer does not need to be submitted after the second three-dose series of vaccine.

All students must have begun the Hepatitis B Vaccine series prior to the start of classes. The series consists of three injections: an initial injection, followed by the second injection one month later, followed by the third injection five months later.

All students who have already completed the Hepatitis B vaccine series are required to have a Hepatitis B surface antibody titer (blood test) to confirm immunity. A copy of the lab report must be attached to this form. For students who are just beginning the Hepatitis B series, a titer is required one to two months after completion of the series.

4. TETANUS TOXOID
5. REDUCED DIPHTHERIA TOXOID
6. ACELLULAR PERTUSSIS VACCINE

Proof of T-dap vaccine within the past 10 years

Child Abuse Clearance: All students enrolled in the Frances M. Maguire School of Nursing and Health Professions who have clinical experience with children are required to have a **Child Abuse History Clearance**. This is accomplished by completing a **Child Abuse History Clearance Form**. Notifications on instructions on obtaining the form will be the responsibility of the Program Director.

Department of Public Welfare

PO Box 8170

Harrisburg, PA 17105-8170

A copy of the completed Child Abuse History Clearance Form should be sent to the Radiation Therapy Program Director prior to the start of clinical.

Covid-19 vaccination: Students are required to follow university policy regarding Covid-19 vaccination. Additionally, all students are required to provide documentation of Covid-19 vaccination before attending clinical.

Drug Screening: All students must provide evidence of a negative drug screening prior to clinical placement. Some clinical facilities may require additional drug screening be completed no sooner than 30 days prior to the start of the rotation. NOTE: random screening may be done on campus, and it will be at the student's expense.

Flu Shot: All students are required to be immunized against the flu by the end of October. Failure to comply with this requirement will result in removal from the clinical site and therefore unable to continue in the program. All students must receive an annual flu shot.

Health Insurance Coverage: Students must carry health insurance while in the Radiation Therapy Program. This health insurance can be obtained through the University if the student does not have personal coverage. Confirmation of health insurance coverage must be submitted to the university by the beginning of each academic year.

Tuberculosis Screening: All students must present yearly results from a tuberculosis screening to participate in clinical education. A baseline two-step PPD skin test is required. Students who can document an initial two-step PPD will be required to have a yearly single-step PPD. Information on PPD screening is listed on the Health Form. Students are responsible for the cost of the screening.

Note: Program requires additional fee of \$250.00 paid to Trajecsys which is-billed with RTS 204 Clinical education.

Professional Disposition and Conduct: Gwynedd Mercy University operates as a learning community under specific and explicit norms of behavior. These standards have, as their purpose, the desire to maintain respect for the rights of individuals, respect for freedom of thought and expression, and fair and equitable treatment of all. The following Code of Student Conduct was established to support these goals. These standards are to be followed at all University functions on or off campus. In general, each standard is intended to bring benefit to others and to confront those behaviors that may cause physical or psychological harm to another. The standards assume that individual members of the Gwynedd Mercy University community value loyalty, truthfulness, and contractual fidelity. The student conduct process at Gwynedd Mercy University is not intended to punish students; rather, it exists to protect the interests of

the community and to challenge those whose behavior is not in accordance with our policies. Sanctions are intended to challenge students' moral and ethical decision-making and to help them bring their behavior into accord with our community expectations. When a student is unable to conform to their behavior to the community's expectations, the student conduct process may determine that the student should no longer share in the privilege of participating in this community. Authority for the enforcement of University regulations and policy rests with the Vice President for Enrollment and Student Services, who may designate as Administrative Hearing Officers other members of the University community. Gwynedd Mercy University students are responsible for knowing the information, policies and procedures outlined in this document. The University reserves the right to make changes to this code as necessary, and once those changes are posted online, they are in effect. Students are encouraged to check online for the Student Handbook for updated versions of all policies and procedures.

Professional Liability: All students enrolled in the Radiation Therapy Program are required to carry Professional Liability Insurance. This policy is arranged by the business office of the University; the insuring company is **ACORD®, Artex Risk Solutions, Inc. (CB) Two Pierce Place Itasca IL 60143-3141**. It has a yearly term under a local agent. Copies of the policy contract are held in the University's Business Office. Sophomore, Junior and Senior, Bachelor of Science/Bachelor of Health Science students are billed accordingly.

RESPIRATORY CARE

Program Name: Respiratory Care

Degree Level AS and BHS

Program Accreditation Status: Full Continuing Accreditation – Commission on Accreditation for Respiratory Care

Type Term

Modality On-ground

Program Director/Coordinator: William Solly

Description Respiratory Care is a rewarding and rapidly growing Health Profession concerned with the diagnosis and treatment of patients with abnormalities associated with the process of breathing. A respiratory care professional can practice as a Certified Respiratory Therapist (CRT) or as a Registered Respiratory Therapist (RRT). Additional coursework can be secured to prepare the therapist to practice in a leadership, education or service capacity. The respiratory care program at Gwynedd Mercy University provides a true career ladder and is a three-plus- one program allowing for practice at multiple levels. The first three years represent the Associate Degree and the final year, the Bachelor of Health Science Degree (BHS). The primary goal of the respiratory care program is to provide the student the knowledge, skills, and professional attitudes and behaviors to practice as a safe, competent, caring, and compassionate health care professional.

Associate of Science Degree in Respiratory Care - The Associate of Science Degree in Respiratory Care is accredited by the Commission on Accreditation for Respiratory Care (CoARC) and is an Entry into Respiratory Care Professional Practice Program. It consists of three years and is broken down as follows:
The First-Year consists of general studies rich in the natural sciences, mathematics, and liberal arts disciplines. It is designed to prepare students for the respiratory care concentration courses taken in the second and third year.

The second-year entails course work in the art and science of respiratory care coupled with a chemistry course in the Fall and microbiology in the Spring. Respiratory care courses are didactic (classroom), laboratory, and clinical in nature. The didactic classes are designed to address the principles and concepts of the particular subject in question. The laboratory is designed for demonstration and practice and serves as an environment where the student can first experience the procedures and practices of respiratory care in a controlled and closely supervised manner. Many of the laboratory sessions are self-directed with assistance provided by the faculty as needed and/or case studies or simulations to enhance theory. The clinical courses are both observational and performance in nature. The student will first observe procedures and modalities with the intention of gaining confidence and familiarity. After exposure and observation, the student will perform procedures and modalities until competency is assessed. Competency is followed by repeated practice and skill refinement. The ultimate goal is mastery and a high degree of expertise. The clinical component will entail clinical rotations in between semesters (approximately two weeks but varies with academic calendar) that will serve as orientation to the hospital and to the respiratory therapy department, two days a week of clinical rotation during the second semester, and eight weeks of clinical rotations during the summer. The clinical component is competency-based which means that the student must successfully complete all designated procedures to satisfy the course requirements. Upon completion of the second year of the program, the student will continue on to the third year, which is where credentialing-eligibility can be obtained.

The third year consists of advanced topics in respiratory care coupled with statistics in the Fall and a basic communication course in the Spring. The third year of the program is modeled after the second and consists of didactic (classroom), laboratory, and clinical courses. The didactic classes are designed to address the advanced principles and concepts in a classroom environment while the laboratory is designed for demonstration and practice. Laboratory sessions will frequently entail presentations and demonstrations by faculty, physicians and/or other health care professionals with knowledge and expertise in a variety of advanced topics. The clinical courses are both observational and performance in nature. The student will observe advanced procedures and modalities with the intention of gaining confidence and familiarity. After exposure and observation, the student will perform procedures and modalities until competency is assessed. Competency is followed by repeated practice and skill refinement. The ultimate goal is mastery and a high degree of expertise. Students in the third year of the program are expected to possess a relatively high degree of expertise and mastery with the skills and modalities addressed in the second year. The clinical component of the third year will entail clinical rotations two days a week in both the fall and spring semesters and approximately two weeks of clinical rotations in between semesters. Rotations are of an advanced nature and entail specialties, the specialty rotations will occur in a variety of clinical sites to include large university-teaching hospitals, pediatric and neonatal centers, community hospitals, and alternate care sites; such as, home care and sub-acute care.

Upon completion of the third year of the program, the student will receive an associate degree in respiratory care and be eligible to sit for the NBRC Therapist Multiple Choice Examination. Successful completion of the Therapist Multiple Choice Examination at a designated (low) cut score level grants the student the Certified Respiratory Therapist (CRT) credential and allows the student to apply for a license to practice in the State of Pennsylvania.

Upon completion of the NBRC Therapist Multiple Choice Examination at a designated (high) cut score level, the student is eligible to sit for the NBRC Clinical Simulation Examination. Upon successful completion of this examination, the student is granted the title of Registered Respiratory Therapist (RRT) and the receipt of an exclusive registry number. The RRT is the terminal credential in the profession of respiratory care and the highest level of professional practice. All students should aspire to achieve this level of credentialing. Additional specialty examinations and credentials are available and can be addressed by

the program faculty. Entry into the third year of the program requires acceptable academic standing and approval of the program faculty.

The fourth year is the baccalaureate level of the program. It is designed as a degree completion program that enhances the liberal arts and adds health science electives geared towards professional leadership in the areas of patient/family/clinical education, wellness, and/or entry-level management/supervision. The bachelor's degree strives to prepare a well-rounded graduate prepared to provide professional leadership and service.

Bachelor of Health Science in Respiratory Care: As noted above, this option is designed as the final year of the 3-plus-1 program. It is a degree completion program designed for students seeking professional leadership, education and/or service in Respiratory Care. Students choosing this option must first complete all course work outlined in the Associate Degree curriculum and the additional courses outlined on the curriculum sheet.

Preparation for Professional Licensure: The Associate of Science Degree in Respiratory Care is accredited by the Commission on Accreditation for Respiratory Care (CoARC) and is an Entry into Respiratory Care Professional Practice Program. It prepares the student for eligibility to sit the NBRC Examination. Upon completion of the NBRC Examination at the low cut score, the student is eligible to secure a license from the Bureau of Professional and Occupational Affairs of the Pennsylvania State Board of Medicine to practice as a certified respiratory therapy practitioner.

Program Learning Outcomes – Program learning outcomes flow from the CoARC-mandated requirement to “develop student in the cognitive, psychomotor and affective domain”. Specific learning outcomes are as follows: **PLO1** integrate knowledge from the humanities, natural and behavioral/social sciences with the current practice of respiratory care. **PLO2** Know, apply and analyze the principles and concepts of respiratory care to function in the health care setting. **PLO3** Use current professional standards to include clinical practice guidelines and evidence-based medicine in practice of respiratory care. **PLO4** Perform clinical procedures and modalities to practice as a competent respiratory therapist. **PLO5** Utilize current respiratory care technology effectively and efficiently. **PLO6** Demonstrate the characteristics, traits and qualities of a professional respiratory therapist. **PLO7** Demonstrate clarity and accuracy in oral and written communications. **PLO8** Function as a health care team member by collaborating with other health care providers and consumers in promoting the health and well-being of individuals, families and communities.

Major Requirements: See Respiratory Care Program Handbook and curriculum sheets

Academic Criteria for Admission, Progression and Retention

Program Admissions Requirements and Procedures: High school or college chemistry or physics, satisfaction of English and mathematics placement test requirement, and tour of respiratory care department (desired but viewing of professional videos can satisfy requirement). All applicants complete an online application, found at <https://www.gmercyu.edu/undergraduate-application>, submit official high school and college transcripts if appropriate, and submit a letter of recommendation demonstrating academic ability to be successful in a rigorous academic program and possession of strong moral character. All qualified applicants go through an interview process where academic eligibility is assessed, and all program requirements and policies are disclosed.

Internal/External Transfers: Admissions requirements and procedures for internal transfers are as noted above. In addition, the student must submit letters of recommendation from the student's advisor and a former teacher reflecting their ability to be successful and must have a minimum GPA of 2.5 or higher in the natural sciences. External transfers must satisfy the same requirements as noted above and will have transcripts evaluated by the Office of the Registrar to assure, they are comparable and meet accepted academic standards ("C" or better). Internal and external transfers will be accepted on a space available basis only.

Internal Transfer students applying for the bachelor of health science degree are required to complete all requirements of the AS degree and are immediately accepted with the approval of the program faculty.

External transfer students seeking acceptance into the program must hold an active NBRC Registered Respiratory Therapist (RRT) credential, receive transfer credit for all comparable respiratory care courses and complete all General Education and Core Curriculum courses outlined on the respiratory care curriculum sheet. With the exception of the respiratory care research course, the NBRC Registered Respiratory Therapist (RRT) credential will serve as "credit – for registry" and designated respiratory care courses previously completed at other institutions will be transferred and credited against the respiratory care curriculum. The student will be required to pay appropriate fees. The RRT credential must be within five years of the year of graduation from the BHS program or re-credentialing will be required. The 5-year requirement will be waived for all students actively practicing (>20 hours per week) and maintaining active status (satisfy state and professional CRCE and licensing requirements). A minimum grade of "C" must be maintained for all concentration, mathematics and science courses (a "C-" is not acceptable). Applicants must have achieved a grade point average (GPA) of at least 2.5 on a 4.0 quality scale for entry into the program and an official transcript from each college attended must be submitted. At least forty-five credits must be earned at Gwynedd Mercy University. The specific courses, as well as the required sequence, are displayed on the respiratory care curriculum sheet. Specific questions regarding transfer and sequencing of courses are to be referred to the program director.

For Curriculum Sequence, see Program Handbook

Recommended Semester Sequence

YEAR 1	
FALL	CREDITS
BIO 107/107L Anatomy & Physiology I/Lab	4
ENG 101 College English	3
MTH 136 Topics of Math	3
PSY 100 General Psychology	3
FYE 1000 First-Year Experience.	2
TOTAL	15
SPRING	CREDITS
BIO 108/108L Anatomy & Physiology II/Lab	4
PHY 111 Physics for AH Professions	3
RS elective	3
SEM (any Sem course)	3
CIS 101 Intro to Desktop Computing	3
FYE 1001 First-Year Experience Service	1
TOTAL	17
YEAR 2	

FALL	CREDITS
RC 200 Introduction to Allied Health	2
RC 210 Medical Terminology	1
RC 230 Respiratory Theory I	4
RC 234 Respiratory Pharmacology	3
RC 233 Respiratory and Cardiac Physiology	3
RC 240 Respiratory Procedures I	1
CHM 111 Chemistry for Health Professions	3
TOTAL	17
SPRING	CREDITS
RC 231 Respiratory Theory II	3
RC 232 Respiratory Theory III	3
RC 241 Respiratory Procedures II	1
RC 242 Respiratory Procedures III	1
RC 250 Clinical Respiratory Care I	3
RC 251 Clinical Respiratory Care II	3
BIO 111 Microbiology for the Health Sciences	3
TOTAL	17
YEAR 3	
FALL	CREDITS
RC 330 Advanced Respiratory Theory I	3
RC 331 Advanced Respiratory Theory II	3
RC 336 Respiratory Pathophysiology	4
RC 340 Advanced Respiratory Procedures I	1
RC 341 Advanced Respiratory Procedures II	1
RC 350 Advanced Clinical Respiratory I	2
PSY 111 Statistics	3
TOTAL	17
Spring	
RC 332 Advanced Respiratory Theory III	3
RC 334 Respiratory Research (Capstone)	3
RC 337 Respiratory Seminar	4
RC 342 Advanced Respiratory Procedures III	1
RC 351 Advanced Clinical Respiratory II	3
ENG 200 Public Speaking	3
TOTAL	17
YEAR 4	
Fall	
LLFA Elective	3
RS or Upper PHL elective	3
Sem (any Seminar)	3
HA/HS Elective	3
HA/HS Elective	3
TOTAL	15
Spring	

Lit or Eng elective	3
His, Soc, Psy, Ecn, Geo, His, Pol elective	3
PHL elective	3
HA/HS Elective	3
TOTAL	12

Academic Standards/Grade Requirements: As previously noted, students must achieve a “C” or better (C- or below is not acceptable) in all science, mathematics and respiratory care courses. Should they receive a grade below this level, they will be permitted to repeat the science or mathematics course once. Should the student receive a grade below this level in any respiratory care course, or multiple respiratory care courses within the same semester, the student will be given one opportunity to repeat the courses. Should a student receive a grade below this level in **the repeated course (s)** or any subsequent respiratory care course, the student will be dismissed from the program. Additionally, students must follow the course sequence and cannot progress to any upper-level course without satisfactory completion of prerequisite courses. Advanced standing through transfer of credit is possible and is handled on an individual basis.

Attendance Policies (includes Lab/Clinical Attendance Policies): Attendance in all respiratory care courses (didactic, laboratory and clinical) is mandatory. Excused absences are at the discretion of the faculty and specific attendance requirements will be provided in each of the course syllabus. Documentation of absences may be required.

Academic Progress, (Probation), and Program Dismissal: Students must follow the general policies and procedures of the university regarding academic progress, probation and dismissal. Additionally, the program requires all students to maintain a minimum grade of “C” in all science, mathematics, and respiratory care courses (a “C- or below” is not acceptable) in order to continue to progress in the program. A grade of “C- or below” requires the course be repeated and successfully passed before entering the next phase of education. This will require the student to withdraw from all respiratory care courses until he/she can repeat the course the next time the course is offered, provided there is space available. A student who fails a course in the major will be required to repeat that course and any other subsequent respiratory care course but only once. Unsuccessful performance with a repeated course in the major or a subsequent course in the major will result in dismissal from the program.

Course withdrawal policies: The program follows the course withdraw policy provided by the university.

Experiential Learning: Students are responsible for their own transportation to and from off campus experiential learning opportunities (clinical rotations at the hospital) and any fees associated with such travel. Additionally, students must purchase a stethoscope and scrubs as discussed during the orientation to clinical by the Director of Clinical Education (DCE). Clinical rotations are scheduled by the DCE and are based on availability and at the DCE’s discretion.

Other: Students must adhere to course sequence as outlined in the curriculum. Advancement from one level to the next is based on availability as well as recommendation of program faculty. Students matriculating at Gwynedd Mercy University will be given preference for acceptance over students transferring from other institutions based on academic performance.

Non-Academic Criteria for Admission, Progression and Retention

Technical Standards/Functions: In addition to the technical standards for the Health Professions, the following essential functions are required of all students in the Respiratory Care Program. Respiratory therapists are responsible for the care of patients, some of whom are critically ill. They are often required to manage highly complex pieces of equipment, as well as interact with patients in order to make diagnostic and therapeutic assessments. Respiratory therapists must also be able to communicate with other health care professionals and respect privacy and confidentiality of patient data, information and communication. Therefore, in order to be successful in the respiratory care program, all applicants must be able to perform, learn and/or adhere to the following essential functions:

- *Spend much of the day traveling between patient rooms, various care areas and the respiratory care department*
- *Move and position bedridden patients*
- *Perform physically demanding tasks; such as: chest physiotherapy, chest compression, movement of life support equipment and technology*
- *communicate effectively with patients and staff*
- *Use a stethoscope to assess breath sounds, hear normal levels of speech of patients and staff and respond to alarms*
- *Apply sufficient intellectual and emotional skills in order to plan and exercise independent judgment and to respond quickly to medical emergencies.*
- *Accurately measure medication, read patient records, evaluate information displayed on patient monitors and make observations of patients as required for respiratory care*
- *Manipulate small pieces of equipment and perform such tasks as arterial puncture and endotracheal intubations*

Compliance Requirements and Clearances: All candidates accepted into the Respiratory Care Program must have documented proof of the following additional requirements prior to clinical courses:

- *Certificate of health* from a nurse practitioner or a family physician is necessary. Completed health forms are submitted to the Campus Health Office before classes begin in the fall or at least 2 weeks before clinical begins. Students without completed health forms will not be permitted in any clinical site.
- *Cardiopulmonary Resuscitation (CPR) Certification* or re-certification is required before beginning clinical education experiences in any health care facility. Copies must be submitted to the Director of Clinical Education and placed in the student's file.
- *Health Insurance Coverage:* Students must carry health insurance while in the Respiratory Care Program. This health insurance can be obtained through the University if the student does not have personal coverage. Confirmation of health insurance coverage must be submitted to the university by the beginning of each academic year.
- *All students enrolled in the Program are required to carry liability insurance and this coverage is provided through the University.*
- *Child Abuse History Clearance:* All students enrolled in the Program are required to have a Child Abuse History Clearance. This is accomplished by completing a Child Abuse History Clearance Form. Instructions to obtain the form will be provided by the Director of Clinical Education at the time of the orientation to clinical. Students are responsible for the cost of the Child Abuse History Clearance.
- *Criminal Background Check:* All students enrolled in the Respiratory Care Program are required to have a criminal background check performed. Information related to criminal background checks

will be provided by the Director of Clinical Education at the time of the orientation to clinical. Students are responsible for the cost of the Criminal Background Check.

*Drug Screening: Upon request all students must present results from drug screening to participate in clinical education. Information on drug screening requirements are listed on the Health Form. Students are responsible for the cost of the screening.

*Tuberculosis Screening: All students must present yearly results from a tuberculosis screening in order to participate in clinical education. Information on PPD screening is listed on the Health Form. Students are responsible for the cost of the screening.

*Flu Shot: All students must receive an annual flu shot.

*Covid-19 vaccination: Students are required to follow university policy regarding Covid-19 vaccination. Additionally, all students are required to provide documentation of Covid-19 vaccination before attending clinical.

Professional Disposition and Conduct: Students are required to conduct themselves in a professional manner and follow the guidelines provided in university publications and the Program and Clinical Manuals.

Testing Requirements: The program follows the university's policy regarding testing and academic integrity. Additionally, since the program is competency based, all students are required to successfully complete competency testing as outlines in the Program and Clinical Manuals.

Technology Requirements: All students in the Respiratory Care Program are required to enroll in Tracejsys, prior to entry into clinical component of the program, in order to maintain and track attendance, clinical performance and clinical competencies. Information will be provided by the Director of Clinical Education during the orientation to clinical and the fee for this service will be the responsibility of the student.

Professional Liability/Health Insurance Coverage: Professional liability insurance will be provided by the university. However, all students are required to provide their own health insurance prior to entry into clinical.

Other: All students should successfully complete NBRC Therapist Multiple Choice Examination and the NBRC Clinical Simulation Examination (RRT examinations) prior to completion of the fourth year of the program. Students eligible for the BHS degree after the third year (due to the acceptance of transfer credits) should complete the RRT credentialing process within one year of graduation to maintain good standing with the program. Membership in the professional society is provided at a reduced (student) rate and is a requirement of the program. As noted above, students are required to purchase and maintain an online clinical management and tracking system (Trajecsys), designed to record clinical attendance, activity logs, clinical check offs/ competencies and evaluations.

Nursing**NURSING****Program Name:** Nursing

Program Accreditation Status: In addition to the University's accreditation by the Middle States Commission on Higher Education, the baccalaureate, master's, and doctoral nursing programs as well as the post-graduate APRN certificate program in Gwynedd Mercy University's Frances M. Maguire School of Nursing and Health Professions are accredited by the Commission on Collegiate Nursing Education (www.ccnaccreditation.org). Commission on Collegiate Nursing Education (CCNE): 655 K Street Suite 750; Washington, DC 20001; 202-887-6791

Degree: BSN, Bachelor of Science in Nursing**Options:** Traditional BSN, Accelerated BSN, Weekend BSN**Type:** Term**Modality:** On-ground**Program Description:**Traditional BSN Program Option

The Bachelor of Science in Nursing program (BSN) is a four-year program that is structured to provide a strong foundation in the liberal arts, Mercy values, and sciences and professional nursing practice. Transfer students can earn a BSN degree in 3 years if they meet eligibility requirements by transferring in 24- 35 transferable credits. Graduates from the BSN program are prepared as generalists to give direct and indirect nursing care in a variety of health care settings to individuals, families, communities and populations. Students acquire requisite knowledge, attitudes and skills to contribute to the health care team in a variety of nursing roles such as caregiver, teacher, advocate and leader. In addition, students obtain an education based upon which graduate study for specialization in nursing may be built.

Accelerated BSN (ABSN) Program Option

The Accelerated BSN (ABSN) Program for second degree students is a full-time program option that can be completed in 16 months. There are three opportunities throughout the year to begin this program: January, May, and August. The program is a 4-semester continuous (full-time) 16-month program.

BSN Weekend Program Option

An additional option for students holding a previous bachelor's degree in a field other than nursing is available. The BSN Weekend Program option can be completed every weekend year-round, starting in August, including some Fridays over three years on the Gwynedd Valley campus.

Preparation for a Professional License: Graduation from Bachelor of Science in Nursing Program meets the requirements for the student to apply to take the NCLEX-RN. *For a complete list of reasons why the Board may refuse a professional nursing license to an applicant, please see the Professional Nursing Law. NOTE: U.S. citizenship or permanent residency is a requirement for licensure within certain academic programs. Students who are under DACA status or are undocumented should carefully review the licensure requirements before enrolling in a degree program that leads to licensure. Additional information can be found on the National Conference of State Legislatures website at ncsl.org.*

Program Learning Outcomes **PLO1** Synthesizes knowledge of nursing and the liberal arts and sciences as a basis for professional nursing practice. **PLO2** Utilizes professional judgment to formulate nursing decisions which reflect professional standards consistent with moral and ethical and legal principles. **PLO3** Engages in

reflective evaluation of self and other members of the healthcare team in accordance with the prevailing standards of care. Collaborates with other healthcare providers and consumers in promoting the health and well-being of individuals, families, and communities. **PLO4** Demonstrates responsibility and accountability in the use of the nursing process to deliver person centered care. **PLO5** Utilizes inter and intra professional communication and collaboration skills to deliver evidence-based care to promote the health and safety of individuals, families, and communities. **PLO6** Applies leadership concepts, skills, and values to effectively implement patient safety and quality improvement initiatives in a variety of healthcare settings. **PLO7** Creates a supportive environment through the therapeutic use of self when caring for individuals, families, and communities. **PLO8** Demonstrates skills in using patient care technology, information systems, and communication devices that support safe nursing practice. **PLO9** Integrates knowledge of social and cultural factors to deliver culturally sensitive care. **PLO10** Advocates for social justice, including a commitment to the health of vulnerable populations and the eliminations of health disparities to improve the human condition. **PLO11** Articulates the value of pursuing practice excellence and lifelong learning to facilitate personal and professional development

For Major Requirements and Curriculum Sequence, see BSN Student Guidebook and curriculum sheets

Academic Criteria for Admission, Progression and Retention

Program Admission Requirements and Procedures for Students Applying to the Traditional BSN Program Track/Option

For traditional students, admission decisions are determined according to university standards for the undergraduate admission department. The BSN program has additional criteria to promote student success. Students applying from high school must place in the top third of their class; have completed courses in chemistry, biology, and mathematics; submit ACT or SAT scores; provide a recommendation letter from the high school principal, teacher, or counselor; and meet college-level English and mathematics standards. Due to the pandemic in 2020 and for fall of 2021, students have the option of submitting standardized test scores. Students seeking admission to the nursing program who choose not to submit standardized test scores are required to submit a letter of recommendation from a math or science teacher who can speak to their potential to succeed in the nursing program and schedule an admissions interview. For more information for first-year students, please see the Admissions section.

Transfer Students can earn a BSN degree in 3 years if they meet eligibility requirements by transferring 32-45 transferable credits. Summer transfer students can earn their BSN in 2 ½ years through transferring 45 transferable credits.

Any transfer applicant to the nursing program who has had science courses that are seven (7) years or older prior to beginning the nursing courses is required to take Excelsior examinations (anatomy and physiology and/or microbiology) or repeat the science courses to verify that the knowledge is current. A passing score of 50 is required by the science division for each exam. Excelsior science examinations are 3 credits each. Additional science credits may be needed to meet the curriculum requirements. If a student fails any of these Excelsior exams, the course(s) must be taken. All required science courses must have a "hands on" lab experience. Transferred students are required to take Chemistry 111 and its associated lab at Gwynedd Mercy University. Chemistry courses taken outside of Gwynedd Mercy University will not be transferred. Excelsior examinations in Chemistry will not be accepted.

A student who withdrew from Gwynedd Mercy University's nursing program in good standing and wishes to resume, must REPEAT ALL NURSING COURSES if the lapse of time has been two (2) or more years.

Program Admission Requirements and Procedures for Students Applying for the ABSN and BSN**WEEKEND (WBSN) Program Track/Options:**

The ABSN and Weekend BSN programs have separate criteria for admission. Admission decisions for these programs are made by the program director, coordinators, and the dean after a detailed review with the admissions coordinator. Prospective students must have a college degree outside of nursing; an earned GPA or 3.0 on a 4-point scale; and grades of B or above in science courses. All science prerequisite courses must have been completed within the previous 7 years and psychology and statistics within the last 10 years.

The following criteria and prerequisite courses are required to be considered for ABSN and Weekend BSN admission.

- Anatomy & Physiology I + Lab
- Anatomy & Physiology II + Lab
- Microbiology + Lab
- General Chemistry II + Lab or Gwynedd Mercy University's Chemistry 111 + Lab
- Principles of Nutrition (taught by a Registered Dietician)
- Statistics
- Developmental Psychology (must cover across the lifespan)

Internal/External TransfersFor Students Transferring to the BSN Program from Other Nursing Programs

Students applying to this BSN program who may have taken nursing courses at another institution, may be able to transfer some courses (if they achieve a "C" or higher and the courses are comparable in content and credit value) to facilitate movement into the Gwynedd Mercy University Nursing Program. The student may be asked to challenge the Gwynedd Mercy University course content through examination to validate if he/she has the comparable course content. All nursing courses from another nursing program will be evaluated on an individual basis. Admission procedures as stated previously apply for these students. A minimum earned 3.0 GPA is required for admission.

For Students Transferring to the BSN Program from within the University

Students who have been admitted to another major at Gwynedd Mercy University and who express a desire to transfer into the nursing major (BSN Program) must contact the Coordinator of the BSN Program and be evaluated for admission into the nursing program. Students must have completed at least one semester at Gwynedd Mercy University. Students are permitted to apply once to the Nursing Program.

Transfer evaluation is based on the following:

- Minimum GPA of 3.0
- No grade below a C ("C minus" is not acceptable) is acceptable in any university course
- All science courses require no grade less than a B minus.

After receiving an acceptance notification letter for the nursing program, the student must complete a change of major form signed by the Assistant Dean of the FMMSNHP or Director of the BSN program. The student can begin the nursing major courses in the next Fall semester but may continue to take general education and science requirements in the intervening semester.

Program Admissions Requirements and Procedures for Admission of Licensed Practical Nurses to the BSN

Program: Licensed practical nurses (LPN) may receive credit through the life experience process for NUR 209 Fundamentals of Nursing Practice provided they have fulfilled the following criteria:

- Have been licensed by examination in the state of Pennsylvania (LPN)
- Have been accepted into the BSN program in compliance with admission policies for all students who apply for the BSN degree nursing program
- Have met the requirements for those accepted into the nursing program
- Have met the non-academic criteria for admission and retention
- Have received a grade of “C” or higher in the following transfer courses:
 - Anatomy & Physiology I and II 8 credits
 - Microbiology 3 credits
 - Nutrition 3 credits

Credit for NUR 209 Fundamentals of Nursing Practice is contingent on satisfactory performance on a lab practicum to demonstrate proficiency in required nursing skills. In addition, the LPN will be required

- To fulfill the mathematics requirement by satisfactorily passing the math competency examination with a score of 85 or higher.
- To attend specific classes as designated by the faculty on topics not included in the curriculum for licensed practical nurses.
- To complete NUR 208 Introduction to Professional Nursing.
- To take Chemistry 111 with associated lab and pass both class and lab with a grade of “C” or higher

Major Requirements: NUT 200; CHM 111, CHM 111 L, BIO 107, 107L, 108, 108L, 121, MTH 103

Other General Education Requirements: total of 63 credits

COURSE NAME	CREDITS
ENG 101	3 credits
PHL Elective	3 credits
PSY 202	3 credits
HIS Elective	3 credits
ENG Elective	3 credits
LLFA	6 credits
RS/PHL Elective	3 credits
PSY 111	3 credits
SEM	6 credits
FYE 1000/1001	3 credits
RS 231	3 credits
SOC 100	3 credits

Academic Standards/Grade Requirements: Grades of “C” or higher (“C minus”(C-) not acceptable) are required in all nursing courses. For advancement to the sophomore year, a 2.0 cumulative average is required. A student may achieve less than a “C” (“C” minus is not acceptable) in only one nursing course. A student may repeat the course once and cannot progress in the sequential nursing clinical courses until its successful completion with a “C” or higher grade. Students may be part-time while repeating the course but are required to return to full-time status during subsequent semesters. The student will be placed on nursing academic probation after receiving one nursing course failure. If a student achieves less than a

“C” grade (“C” - is not acceptable) in any two nursing courses, they will be dismissed from the program. Refer to BSN Student Guidebook for further detail for academic progression in nursing courses.

Acceptable Academic Achievement in Support Courses in Nursing: Grades of “C” or higher (“C minus” (C-) is not acceptable) are required in Mathematics, MTH103 Anatomy and Physiology I and II, Lecture and Laboratory; BIO 107/L and BIO 108/L, Nutrition 200, Microbiology for Health Services; BIO 121 Chemistry for Health Professions, CHM111/L, General Psychology, PSY 100, Developmental Psychology, PSY 200, or Human Development for Nursing, PSY 202, and Statistics, PSY 111

- A student who earns less than a “C” in Anatomy and Physiology I lecture may advance and take Anatomy and Physiology II. However, Anatomy and Physiology I must be repeated and a grade of “C” or higher must be earned.
- Students matriculating in the fall of 2020 are required to take CHM 111 and Lab, if they have not previously met the chemistry requirement of the nursing program.
- Grades of “C” or higher in both lecture and laboratory sciences, math, nutrition, and psychology courses must be earned before the student can advance

to their junior level nursing courses.

See BSN Student Guidebook for:

- Laboratory and Clinical Attendance Policy
- Electronic Testing Policy
- Course Rounding Policy
- Course Withdrawal Policy

Academic Progress, Probation, and Program Dismissal: BSN, ABSN, & WBSN: The student will be placed on academic probation after receiving one nursing course failure. If a student achieves less than a “C” grade (“C” - is not acceptable) in any two nursing courses, they will be dismissed from the program. Refer to BSN Student Guidebook for further details regarding academic progression in nursing courses.

Experiential Learning: *Students are responsible for their own transportation to and from off campus experiential learning opportunities.*

Non-Academic Criteria for Admission, Progression and Retention

The Professional Nursing Law permits the State Board of Nursing to consider the “moral character of any license candidate”. The applicant who is applying to the nursing program should be aware that the State Board of Nursing will not issue a license or certificate to an applicant who has been convicted of any felonious act. Continued matriculation in nursing courses is conditional pending receipt and evaluation of a PA Criminal Record Check to determine if there is any conviction which may bar the student from the nursing program.

Graduates from the Frances M. Maguire School of Nursing and Health Professions must possess the essential knowledge, attitudes, and skills to function in a wide variety of clinical situations and render a wide spectrum of patient care in a safe and effective manner.

The goal of the Frances M. Maguire School of Nursing and Health Professions is to prepare every Distinctive Mercy Nursing student to think ethically, critically, and practice nursing competently and compassionately in rapidly changing practice environments. All efforts are designed to facilitate knowledge,

enhance nursing practice and patient safety, foster professional integrity, and ultimately improve the health outcomes of patients, families, and communities across the continuum of care. In addition, certain functional abilities are essential for the delivery of safe, effective, quality nursing care during clinical education activities.

Therefore, the faculty has determined that certain technical standards are requisite for admission, progression, and graduation from the nursing programs. In addition to classroom learning, clinical learning occurs throughout the program and involves considerations (such as patient safety and clinical facilities) that are not present for classroom accommodation. For this reason, any applicant or individual who seeks accommodations prior to or immediately after enrolling in the nursing programs must also request an assessment of the types of reasonable accommodations needed for the clinical education component of the program.

Technical Standards/Competencies

The individual must be able to independently, with or without reasonable accommodation, meet the following technical standards of general abilities and those specifically of (1) observation; (2) communication; (3) motor; (4) cognitive, conceptual, and quantitative abilities; (5) essential behavioral and social attributes; and (6) ability to manage stressful situations. Individuals unable to meet these technical standards, with or without reasonable accommodation, will not be able to complete the program and are counseled to pursue alternate careers.

General abilities: The individual is expected to possess functional use of the senses of vision, touch, hearing, and smell so that data received by the senses may be integrated, analyzed, and synthesized in a consistent and accurate manner. The individual must also possess the ability to perceive pain, pressure, temperature, position, vibration, and movement that are important to the student's ability to gather significant information needed to effectively evaluate patients. The individual must be able to respond promptly to urgent situations that may occur during clinical education activities and must not hinder the ability of other members of the health care team to provide prompt treatment and care to patients.

Observation Ability: The individual must have sufficient capacity to make accurate visual observations and interpret them in the context of laboratory studies, medication administration, and patient care activities. In addition, an individual must be able to document these observations and maintain accurate records.

Communication Ability: The individual must communicate effectively both verbally and non-verbally to elicit information and to translate that information to others. Each individual must have the ability to read, write, comprehend, and communicate effectively in the English language to facilitate communication with patients, their family members, and other professionals in the health care settings. In addition, the individual must be able to maintain accurate patient records, present information in a professional, logical manner and provide patient counseling and instruction to effectively care for patients and their families. The individual must possess verbal and written communication skills that permit effective communication with instructors and students in both the classroom and clinical settings.

Motor Ability: The individual must be able to perform gross and fine motor movements with sufficient coordination needed to perform complete physical examinations utilizing the techniques of inspection, palpation, percussion, auscultation, and other diagnostic maneuvers. The individual must develop the psychomotor skills reasonably needed to perform or assist with procedures, treatments, administration of medication, management and operation of diagnostic and therapeutic medical equipment, and such maneuvers to assist with patient care activities such as lifting, wheelchair guidance, and mobility. The

individual must have sufficient levels of neuromuscular control and eye-to-hand coordination as well as possess the physical and mental stamina to meet the demands associated with extended periods of sitting, standing, moving, and physical exertion required for satisfactory and safe performance in the clinical and classroom settings including performing CPR, if necessary. The individual must possess the ability of manual dexterity that would be required for certain activities, such as drawing up solutions in syringe. The individual must be able to independently perform the detailed motor and fine activities without the use of assistive devices.

Cognitive, Conceptual, and Quantitative Abilities: The individual must be able to develop and refine problem-solving skills that are crucial to practice as a nurse. Problem-solving involves the abilities to measure, calculate, reason, analyze, and synthesize objective and subjective data, and to make decisions, often in a time urgent environment, that reflect consistent and thoughtful deliberation and sound clinical judgment. Each individual must demonstrate mastery of these skills and possess the ability to incorporate new information from peers, teachers, and the nursing and medical literature to formulate sound clinical judgment in patient assessment, intervention, evaluation, teaching, and setting short- and long-term goals.

Behavioral and Social Attributes: Compassion, integrity, motivation, effective interpersonal skills, and concern for others are personal attributes required of those in the nursing programs. Personal comfort and acceptance of the role of a nurse functioning under the supervision of a clinical instructor or preceptor is essential for a nursing student. The individual must possess the skills required for full utilization of the student's intellectual abilities; the exercise of good judgment; the prompt completion of all responsibilities in the classroom and clinical settings; and the development of mature, sensitive, and effective relationships with patients and other members of the health care team. Each individual must be able to exercise stable, sound judgment and to complete assessment and interventional activities. The ability to establish rapport and maintain sensitive, interpersonal relationships with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds is critical for practice as a nurse. The individual must be able to adapt to changing environments; display flexibility; accept and integrate constructive criticism given in the classroom and clinical settings; effectively interact in the clinical setting with other members of the healthcare team; and learn to function cooperatively and efficiently in the face of uncertainties inherent in clinical practice.

Ability to Manage Stressful Situations: The individual must be able to adapt to and function effectively to stressful situations in both the classroom and clinical settings, including emergency situations. The individual will encounter multiple stressors while in the nursing programs. These stressors may be (but are not limited to) personal, patient care/family, faculty/peer, and or program related.

Students should review the Technical Standards for the Nursing program carefully and identify if additional support is needed for any portion (didactic and clinical) of the Nursing program. Students are encouraged to contact the Student Accessibility Services Office (215-646-7300 extension 21427) to arrange an individualized consultation to discuss any support services or accommodations they may require.

Compliance Requirements and Clearances BSN, ABSN, & WBSN—Initial and Annual

The following documents are due on entrance to the sophomore year of the BSN nursing program, by the start of the first semester of the WBSN program, and the start of the first semester of the ABSN program. Annual requirements are also identified. ***Please note** requirements are subject to change at any time. Documents are completed through and submitted to American Data Bank/Complio. Refer to additional details on the Complio website.*

To maintain compliance with FMMSNHP requirements and attend all clinical practice experiences, you must adhere to the initial submission deadline and maintain all yearly requirements prior to their expiration dates.

NOTE: BSN and WBSN - Students must complete all documents after June 1 and submit by August 15 of each year. ABSN – Students must have compliance by the start of their first semester and maintain compliance every semester thereafter.

Health documents must include the student's name and healthcare provider information on each document.

COMPLIANCE REQUIREMENT		INITIAL REQUIREMENTS	ANNUAL REQUIREMENTS
	Refer to additional details at gmercyucompliance.com and the BSN 4-year Generic Nursing Community on the GMercyU portal	Main Campus: Completed at the end of freshman year and prior to enrollment in sophomore-level nursing classes; complete after June 1 and due by August 15 WBSN: Completed prior to the start of the Fall Semester. ABSN: Completed prior to the start of the student's first semester.	Yearly based on academic year. Complete after June 1 and due by August 15 every year a student is enrolled in a nursing program.
1	Medical History and Physical Examination and Proof of Health Insurance Coverage Student must submit all pages of health form. Health form can be downloaded from the Complio website.	X	
2	Proof of Health Insurance Coverage Submit a copy of your Health Insurance Information (card or plan details)	X	X
3	Urine Drug Screen Urine drug screen must be completed as directed through Complio within 30 days of registration Random drug screening may be required. A positive result in a drug screening will result in dismissal from the Nursing program.	X	X
4	Tuberculosis Screening		
	Initial TB screening: results of QuantiFERON-TB Gold (blood test) or T-Spot (blood test) A tuberculin skin test (PPD) is not sufficient for this initial screening.	X	

	Annual TB screening: results of QuantiFERON-TB Gold or T-spot or tuberculin skin test (PPD)		X
5	Influenza Vaccine (based on annual flu season) Due when available for current flu season and before October 1	X	X
6	American Heart Association BLS CPR certification (renewed every 2 years to maintain compliance)	X	Renewed every 2 years
7	Proof of Receipt of three (3) Hepatitis B vaccines	X	
8	Results of a Hepatitis B titer	X	
9	Proof of receipt of two (2) measles, mumps and rubella vaccines or results of titers	X	
10	Proof of receipt of two (2) varicella vaccines or results of a titer	X	
11	Proof of receipt of a tetanus, diphtheria, and pertussis vaccine within the past 10 Years (updated as necessary to keep within 10 years of receipt)	X	Updated as necessary to keep within 10 years of receipt
12	Meningitis Students living on – campus only. Students not living on-campus must answer the resident status question.	X	
	Background Clearances	**See Note	**See Note
13	Child Abuse Clearance	X	X
14	Department of Human Services (DHS) Fingerprinting	X	X
15	PA State Criminal Background Clearance	X	X
16	Department of Aging (DOA) Fingerprinting *ONLY Students who are not or have not been a resident of the Commonwealth of Pennsylvania for the last two (2) years, complete fingerprinting thorough the DOA IN ADDITION TO fingerprinting through the Department of Human Services (DHS).	X	X
17	Account on American Data Bank site/Complio Account for document completion and tracking	X	36-month access for upload of forms. Lifetime access to records
18	Coronavirus Testing If students are instructed by the University or Program Faculty to receive coronavirus testing, please upload to Complio	*At this time, testing is based on University or Program guidelines. Refer to the GMercyU COVID webpage and information	

		from Program/Course Faculty.	
19	COVID-19 Vaccine Students should upload proof of vaccination.	X Submit to Complio to meet BSN Program Requirements AND Submit to GMercyU as directed by the University (Refer to the GMercyU COVID webpage)	To be determined.

NOTE regarding Mandatory Requirements: Failure to complete these mandatory requirements will result in the inability to enroll in/begin subsequent nursing courses. Requirements are subject to change at any time.

NOTE regarding Clearances: A response to any of the clearances other than “No Record” may prevent a student from participating in clinical patient-care experiences. As a result, the student will be unable to meet course and program learning outcomes, which may lead to dismissal from the BSN program.

Coronavirus Testing: Students will be notified by course faculty if the clinical agency they are assigned to for patient care experiences requires coronavirus/COVID-19 viral testing. DO NOT complete coronavirus/COVID-19 testing unless directed to do so by faculty or administrators from the School of Nursing at Gwynedd Mercy University. Pay particular attention to the timing guidelines, as provided by faculty.

If required:

- Students who are informed they are required to submit results of coronavirus/COVID-19 testing should consider the following possible means to obtain corona virus testing: *Contact your health care provider and request testing. Reason for testing is to meet requirements of clinical agency as part of educational program at Gwynedd Mercy University. * Use this link (<https://pema.maps.arcgis.com/apps/webappviewer/index.html?id=1a4c139769d646839e1549bcb6a668f1>) to locate a public testing site in PA; you can zoom in on the map to identify locations in any one area. Click on the blue location marker to read specific guidelines for any one site. Note whether an appointment or pre-registration is necessary. Reason for testing is to meet requirements of clinical agency as part of educational program at Gwynedd Mercy University.
- Students who do not live in PA may use public testing provided by their state of residence; consult with the information provided by the individual state and/or Department of Health.
- Submit results of testing to Complio.
- Submit results to clinical instructor/s.

NOTE: Any positive result - student is REQUIRED to contact Campus Health and Wellness to be followed by Mrs. Donna Ferguson, Director of Campus Health and Wellness (ferguson.d@gmercyu.edu). Mrs. Ferguson will contact the student to discuss isolation/quarantine guidelines and manage them through this process.

NOTE: A student may have to complete coronavirus/COVID testing more than once over the course of the semester or academic year to meet specific requirements of an individual clinical agency.

Professional Disposition and Conduct BSN, ABSN, & Weekend BSN: Professionalism is expected in oral and written communication and in all behaviors while interacting with faculty, staff, peers at the University and with agency staff in all-off campus clinical experiences. Incivility, an example of unprofessional behavior, will not be tolerated. Unprofessional behavior is grounds for dismissal from the program.

Use of Marijuana: As a Gwynedd Mercy University nursing student, a commitment to the highest professional standard and the contract we hold with society to be safe, competent care providers is expected. Our legal contracts with clinical agencies require clean substance screens. State laws that legalize marijuana do not change our standard and our commitment to a drug-free lifestyle, both during the school year and during breaks. Use of marijuana will not be permitted in the School of Nursing.

Technology Requirements:

- Computer Requirements:
 - An Intel i3 or later Windows computer with Windows 7 or 8
 - An Apple PowerPC G4 or later Apple computer with Mac OS X 10.5 – Leopard or later
 - Minimum 4 GB of memory (RAM)
 - The latest version of Java available from: <http://www.java.com/en>
 - The latest version of QuickTime available from: <http://www.apple.com/quicktime>
 - Microsoft Office 2010 and Office for Mac 2011 or later
 - A headset with microphone
- Browser Requirements:
 - Microsoft Internet Explorer 11
 - Mozilla Firefox Browser 38.0.5
 - Safari 5.0 for Apple computers
 - Google Chrome

Health Insurance Coverage: Students must carry health insurance while in the nursing program. This health insurance can be obtained through the University if the student does not have personal coverage. Information confirming current health insurance (card or plan details) must be uploaded into Complio. Failure to upload this information will result in the student's inability to participate in clinical.

Testing Requirements: *See BSN Student Guidebook*

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Associate Registrar

Assistant Registrar

Associate Registrar, Non-Term

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Dean of Student Success

Administrative Assistant

Assistant Dean for Advising and Retention

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Student Success Specialist for Term Programs

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Academic Advisor, Non-Term Programs

Academic Advisor, Non-Term Programs

Student Success Specialist for Non-Term Programs

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Testing coordinator

Director of Career Development

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COURSE DESCRIPTIONS

Course Name	Long Title	Min Credits	Description	Requisites
ACC-105	Principles of Accounting I	3	An introduction to basic principles of financial accounting, the effects of business transactions, and the effect on the financial statements. Learn how to prepare basic financial statements and to engage in decision making essentials in our economic system through analysis of receivables and inventories.	
ACC-106	Principles of Accounting II	3	An expansion of basic principles learned involving a deeper coverage of the complexities in the areas of accounting for depreciation, liabilities, and payroll taxes. Analysis of a corporation's shareholder's equity (bonds) and financial statements is stressed.	Take ACC-105; Minimum grade C. (Required, Previous).
ACC-205	Intermediate Accounting I	3	This course provides a study of generally accepted accounting principles and introducing international financial reporting standards, as they relate to financial reporting. The conceptual framework is established and accounting theory developed as the foundation for accounting principles, constraints and qualitative characteristics. Problems relating to income determination, classification and form and content of financial statements are stressed.	Take ACC-106; Minimum grade C. (Required, Previous).
ACC-206	Intermediate Accounting II	3	An expansion of the comprehensive study of generally accepted accounting principles and introducing the student of international financial reporting standards. Asset valuation, liability classification, analysis of stockholder's equity and more complex principles related to income determination in various business situations are discussed.	Take ACC-205; Minimum grade C. (Required, Previous).
ACC-207	Intermediate Acc III	3	An in-depth study of GAAP (Generally Accepted Accounting Principles) and IFRS (International Fin Reporting Standards) reporting issues dealing with earnings per share calculations, investments, derivatives, post-retirement accounting for benefits and pensions, lease accounting, revenue recognition, in-depth analysis of cash flow statements, and full disclosure.	Take ACC-206. (Required, Previous).
ACC-301	Managerial Accounting	3	The study of accounting as an aid for management decision-making. Cost behavior, budget planning and control, and performance measurement are among the topics, which will be discussed.	Take ACC-106. (Required, Previous). Take ACC-302. (Required, Previous).
ACC-302	Financial Accounting	3	This course is an in-depth study of the role that financial accounting data plays in the decision- making process of managers of both for-profit and nonprofit organizations. Topics include examination of financial statements and financial statement analysis.	Take ACC-106; Minimum grade C. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
ACC-305	Cost Accounting	3	An examination of the role and attitude of the cost manager and the skills necessary to gather information for the analysis of business situations. The goal of decision-making is stressed. The course contains analysis of costs including job, process and standard costing as well as the study of processes and efficiencies.	Take ACC-205. (Required, Previous).
ACC-315	Personal Taxes	3	An intensified course involving taxation of individuals; tax policy, tax research, tax history, technical tax provisions, and tax planning including tax practice suggestions.	Take ACC-106; Minimum grade C. (Required, Previous).
ACC-316	Investment and Business Taxation	3	A course designed to examine federal taxation of property transactions and the taxation of various forms of business organizations such as corporations, partnerships and S corporations.	Take ACC-315; Minimum grade C. (Required, Previous).
ACC-317	Accounting Information Systems	3	Principals involved in establishing an accounting information system included are source documents, internal control, and the interfaces needed for managerial control of the business. The integration of managerial accounting, information needs with the design and implementation of systems is studied.	Take ACC-106. (Required, Previous).
ACC-405	Advanced Accounting	3	This course includes a series of discrete topics not previously included in other courses plus topics considered in greater depth here than in previous courses. Included are GAAP accounting, business combinations, government accounting, foreign currency translation and derivatives.	Take ACC-206. (Required, Previous).
ACC-406	Auditing	3	A study and critical appraisal of current auditing standards related to the examination of financial statements by an independent auditor for both public and privately owned businesses. The course also applies many of the same auditing techniques to discover fraud, through the use of case studies, exploring the moral and ethical problems and issues of the accountant in auditing and detecting fraud.	
ACC-408	Advanced Accounting II	3	This course will pursue further complex accounting issues not covered in previous courses. Topics will include: GAAP and IFRS handling of international currency transactions, fiduciary accounting, including both bankruptcy and estates and trusts, and accounting for non-profit organizations.	Take ACC-405. (Required, Previous).
ACC-437	Special Topics	3	This course provides opportunity to research a current accounting issue under GAAP or IFRS, comparing and contrasting the handling and application of the account theory and practice.	

Course Name	Long Title	Min Credits	Description	Requisites
ACC-440	Accounting Internship	6	A 240-hour work experience designed to provide the student with practical application of accounting principles. To be eligible for this internship, a minimum B average in all accounting courses is required as well as permission by the accounting adviser and the Dean of the School.	Take ACC-205. (Required, Previous). Take ACC-315; Minimum grade B. (Recommended, Previous).
ACC-441	Internship in Public Accounting	3	A continuation of work experience designed to provide the student with practical application of accounting principles. To be eligible for this internship a minimum "B" average in all accounting courses is required, as well as permission by the accounting advisor and the Dean of the School	Take ACC-205 ACC-315. (Required, Previous).
ART-100	Basic Drawing	3	This introductory course in drawing focuses on line, value, perspective, and composition. It includes experiential drawing from landscape, still life and the figure.	
ART-105	Art Appreciation	3	This course introduces the origins and historical development of art from prehistoric times to the present day. Emphasis is placed on the relationship of design principles to various art forms including but not limited to sculpture, painting, architecture, photography and printmaking. Upon completion, students should be able to identify and analyze a variety of artistic styles, periods and media.	
ART-106	Painting I	3	Art elements, advanced drawing and composition, and color and design theory with studio work in acrylic and oil media receive emphasis in this beginning course, which includes work on still life, landscape, figure, and non-figurative compositions. (2-hour laboratory)	
ART-111	Watercolors	3	Students learn about various watercolor techniques, color and composition, and design through the painting of still-life subjects and landscapes.	
ART-115	Art History I	3	This course introduces works of art from ancient cave paintings to the Renaissance.	
ART-116	Art History II	3	Works of art from the Renaissance to the present are the focus of study in this course.	
ART-120	Introduction to Traditional Photography	3		
ART-122	Introduction to Digital Photography	3	This course is designed to narrow the gap between traditional (film) and digital photography. Through demonstrations and hands-on practice, students will learn the basic concepts and tools of Photoshop. They will also create digital images and develop a working method within a digital photographic context. Cameras are required for this course.	

Course Name	Long Title	Min Credits	Description	Requisites
ART-137	Sculpture	3	The study of the visual elements of art and how they relate to three-dimensional forms, the course explores many media as a way of exposing the students to the scope of sculpture. Lab Fee.	
ART-205	Modern Art	3	This course is a chronological survey of the history of modern architecture, sculpture, painting, and graphic arts in Europe and the US. The course begins with Impressionism and moved through the 20th century through Word War II. Emphasis is placed on the interaction between art and society, industry, design, urbanism, war and technology.	
ART-206	Contemporary Art	3	This course is a continuation of Modern Art. It is a chronological survey of the expansion of forms, media, issues, and participants in the art made in Europe and theUS from the aftermath of World War II to the present. Selected works of painting, sculpture, photography, architecture, performance, and video are examined as stylistic and historical objects addressing art history and theory, popular culture, politics, gender, race and a global culture.	
ART-299	Special Topics	3	This course allows students to explore an area of art history or participate in a studio art that is not otherwise offered in a regaular course in the catalog.	
ART-437	Special Topics	3	Course focuses on a medium and approach selected by the instructor.	
ASL-101	Fundamentals of American Sign Language I	3	American Sign Language Level 1 introduces the fundamentals of ASL as used by the Deaf community in the United States, parts of Canada, and a few other countries. ASL is not "English on the hands" or a visual code for English. Rather it is a visual-gestural communication system that incorporates the use of handshapes, facial expressions, mouth morphemes, body language, and space to convey information. The syntax of ASL is very different from English. This course will introduce students to fingerspelling, vocabulary, grammar, use of space, and non manual markers used in American Sign Language. In addition, we will look at Deaf culture and examine how it differs from hearing culture.	
ASL-102	American Sign Language II	3	This course builds on the foundation of fundamentals of American Sign Language, ASL-101 in developing the skills and knowledge needed to converse in American Sign Language (ASL). Students will continue to expand their vocabulary and usage of ASL grammar and syntax. In addition, information on deaf culture will be provided and discussed.	Take ASL-101. (Required, Previous).
BAS-100	Introduction to Business Adult Studies	1		

Course Name	Long Title	Min Credits	Description	Requisites
BIO-101	Science of Life	3	An introduction to biology for non-majors. Basic principles of biology with emphasis on cell structure, energy metabolism, reproduction, genetics, diversity, and evolution. 3 lecture hours per week.	
BIO-103	Human Anatomy	3	This course for non-science major students investigates the human body, from cells to body systems. 3 lecture hours per week.	
BIO-107	Anatomy & Physiology I	3	A study of the basic concepts of human anatomy and physiology, beginning with cell biology and histology and continuing with a survey of skeletal, muscular, nervous, sensory, and endocrine systems. 3 lecture hours per week. Not accepted as credit towards the biology major.	Take BIO-107L. (Required, Concurrent).
BIO-107L	Anatomy & Physiology I	1	Laboratory studies of the structure and function of the systems included in BIO 107. 2 laboratory hours per week. Not accepted as credit towards the biology major.	Take BIO-107; Minimum grade C. (Required, Concurrent).
BIO-108	Anatomy & Physiology II	3	A continued study of the basic structural and functional aspects of hematology, immunology, cardiovascular, respiratory, digestive, renal and reproductive systems. 3 lecture hours per week. Not accepted as credit towards the biology major.	Take BIO-107; Minimum grade C. (Required, Previous). Take BIO-108L. (Required, Concurrent).
BIO-108L	Anatomy & Physiology II	1	Laboratory studies of the structure and functions of the systems included in BIO 108. 2 laboratory hours per week. Not accepted as credit towards the biology major	Take BIO-108. (Required, Concurrent).
BIO-111	Microbiology	3	An introduction to the microbial world, including discussion of the morphology, metabolism, growth and control of microorganisms. Topics include human infection, resistance and immunity. 3 lecture hours per week. Offered in the summer. Not accepted as credit towards the biology major.	Take BIO-111L. (Required, Concurrent).
BIO-111L	Microbiology	1	Basic microbiological techniques, biochemical and physiological reactions and identification of selected microorganisms. 2 1/2 laboratory hours per week. Offered in the summer. Not accepted as credit towards the biology major.	
BIO-114	Human Genetics	3	This course for non-science-major students investigates normal patterns of inheritance and their biologic basis as well as how genetic abnormalities results in inborn genetic disorders. The course will additionally emphasize the important social, political, legal and ethical issues raised by genetic technology. 3 lecture hours per week. Offered in alternate fall semesters. Not accepted as credit towards the biology major	

Course Name	Long Title	Min Credits	Description	Requisites
BIO-115	Biology of Aging	3	Topics include theories of aging, discussion of organ systems of the body from the standpoint of the normal functions and specific age-related changes and disorders, as well as needs of the older adult. 3 lecture hours per week. Not accepted as credit towards the biology major.	
BIO-121	Microbiology for the Health Sciences	3	An integrated lecture and laboratory course utilizing case studies to introduce students in the health sciences to the world of microorganisms and issues they may face involving microbes in the field of health care. Topics will include the structure and function of microorganisms, their growth and control, as well as their role in infection and human resistance and immunity. Basic handling and identification of microorganisms will be discussed in the laboratory component. For non-biology majors only. 3 lecture hours per week and 5 laboratory sessions/recitations per semester. Not accepted as credit towards the biology major.	
BIO-203	General Biology I	3	An introduction to life science designed as a molecular investigation into living things, beginning with the cell. Cellular chemistry, structures and functions will be addressed. Physiological processes such as respiration and photosynthesis are discussed, as are the molecular aspects of cell division, genetics and gene expression. The course continues with an introduction into how genetics influences development, evolution, phylogeny and speciation. 3 lecture hours per week. Offered in the fall semester.	Take BIO-203L. (Required, Concurrent).
BIO-203L	General Biology I	1	Laboratory investigations designed to supplement and clarify basic biological concepts introduced in BIO 203, including studies into eukaryotic and prokaryotic cells and cellular processes, molecular biology and genetics. 3 laboratory hours per week. Offered in the fall semester.	Take BIO-203. (Required, Concurrent).
BIO-204	General Biology II	3	An introduction into organismal biology beginning with basic systematics and species classification with an investigation into the biodiversity of the animal and plant kingdoms. The structure, function and development of animal systems will be discussed, as will plant growth, response and reproduction. The course culminates with an examination of ecology and animal behavior. 3 lecture hours per week. Offered in the spring semester.	Take BIO-203 BIO-203L; Minimum grade C. (Required, Previous). Take BIO-204L. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
BIO-204L	General Biology II	1	Laboratory investigations designed to supplement and clarify basic biological concepts and species classifications introduced in BIO 204, including the examination of living and preserved specimens from various phylogenetic kingdoms to gain a familiarity with animal and plant anatomy and physiology. 3 laboratory hours per week. Offered in the spring semester.	Take BIO-203; Minimum grade C. (Required, Previous). Take BIO-204; Minimum grade C. (Required, Concurrent).
BIO-230	Principles of Ecology	2	A study of the basic hierarchal structure of ecological patterns from the individual organism to the globe. Determination of basic ecology patterns and causes of those patterns will be discussed in terms of abiotic and biotic factors with the underlying evolutionary causes. This class is writing intensive with a least five writing assignments and essay exams. 2 lecture hours per week.	Take BIO-204 BIO-204L; Minimum grade C. (Required, Previous). Take BIO-230L. (Required, Concurrent).
BIO-230L	Principles of Ecology	1	An inquiry-based field laboratory in which students develop a research question and experimental design, perform research, and collect and analyze data in appropriate scientific formats. Topics discussed include different approaches to field research, appropriate experimental design, data analysis, and presentation. 3 laboratory hours per week.	Take BIO-230. (Required, Previous or concurrent).
BIO-251	Genetics	3	An investigation into the fundamental principles of Mendelian and non-Mendelian inheritance and the molecular and cellular basis of heredity, including the molecular and biochemical processes behind inheritance, gene expression and development. Additional topics include pedigree analysis, mutation and cancer, the conflict between nature and nurture, modern DNA technology, population genetics, evolution, and the ethical impact of genetics on society. 3 lecture hours per week. Offered in the spring semester.	Take BIO-203 BIO-203L CHM-203 CHM-203L. (Required, Previous).
BIO-251L	Genetics	1	The genetics techniques laboratory is designed to introduce the student to the fundamentals of experimentation in basic Mendelian and non-Mendelian principles using model genetic systems as well as molecular genetics techniques. 3 laboratory hours per week. Offered in the spring semester.	Take BIO-251. (Required, Previous or concurrent).
BIO-299	Selected Topics in Biology	3	A study of a specialized subject area which may vary based on student/faculty interest. For non- major students only. The topic, course structure and instructor will be announced prior to pre-registration. There are no prerequisites.	

Course Name	Long Title	Min Credits	Description	Requisites
BIO-302	Vertebrate Anatomy	3	This is an integrative biological study of structural and functional anatomy of the vertebrate classes. It utilizes an organ system approach to the study of comparative anatomy, considers unique adaptations of individual vertebrate groups and incorporates evolutionary relationships in conjunction with aspects of vertebrate behavior, ecology and paleontology. Lecture and reading assignments incorporate research data from current literature. 3 lecture hours per week.	Take BIO-204 BIO-204L. (Required, Previous). Take BIO-302L. (Required, Concurrent).
BIO-302L	Vertebrate Anatomy	1	This is an organ-based study of select specimens from the vertebrate classes, and includes a number of special topics, e.g. adaptations to flight. The laboratory promotes skill development, including a variety of investigative techniques. 3 laboratory hours per week.	
BIO-305	Biology of Microorganisms	3	A study of the biology and chemistry of microorganisms including their morphology, metabolism, genetics, growth and control, as well as their interactions with host cells. 3 lecture hours per week. Offered in alternate fall semesters.	Take BIO-203 BIO-203L CHM-203 CHM-203L. (Required, Previous). Take BIO-305L. (Required, Concurrent).
BIO-305L	Biology of Microorganisms	1	Basic microbiological laboratory techniques including those used for the isolation, cultivation, enumeration, and identification of microorganisms. 3 laboratory hours per week. Offered in alternate fall semesters.	Take BIO-305. (Required, Previous or concurrent).
BIO-307	Eukaryotic Microbiology	3	A continuation of BIO 305 focusing solely upon eukaryotic microorganisms. The course will be divided into three sections focusing upon the morphology, metabolism, evolution, and ecology of the three categories of eukaryotic microorganisms: Protists, fungi, and helminthes. 3 lecture hours per week. Offered in alternate spring semesters.	Take BIO-203 BIO-203L BIO-305 BIO-305L. (Required, Previous).
BIO-310	Mycology	3	A detailed study of important fungi with emphasis on their biology, physiology and significance. Current research on the control of fungi and treatment of fungal diseases is examined. 4 lecture/laboratory hours per week.	Take BIO-203 BIO-203L. (Required, Previous).
BIO-311	Virology	3	A comprehensive modern approach to the field of virology that focuses on the biology, application, and control of viruses. Topics include, but are not limited to, virus morphology and replication, evolution and extinction, emerging pathogens, gene and bacteriophage therapy, antiviral drugs, and virus-immune system interactions. 3 lecture hours per week. Offered in alternate fall semesters.	Take BIO-203 BIO-203L. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BIO-312	Parasitology	2	Study of the morphology, distribution, symptoms, treatment, prevention, and control of important parasites. 2 lecture hours per week.	Take BIO-203 BIO-203L. (Required, Previous). Take BIO-312L. (Required, Concurrent).
BIO-313	Immunology	3	The mechanisms, cells, and molecules involved in immunological responses will be examined in this course. Emphasis is on comparison of antibody and cytokine responses. Resistance to infectious organisms, allergic responses, tissue transplantation, and autoimmune diseases will also be discussed. 3 lecture hours per week. Offered in alternate spring semesters.	Take BIO-203 BIO-203L. (Required, Previous).
BIO-317	Advanced Physiology I	3	Advanced Physiology explores the regulatory mechanisms involved in maintaining and controlling a homeostatic environment at the subcellular, cellular, and organismal levels. The course begins with a survey of the principles of regulatory and cell physiology and continues with an investigation of electrophysiology and the physiology of the human nervous, muscular, and endocrine systems. This course emphasizes an understanding of how the body functions under normal conditions (in the absence of disease). Deviations from normality associated with pathological conditions will be discussed to help demonstrate important concepts in human physiology. 3 lecture hours per week.	Take BIO-108 BIO-204. (Required, Previous).
BIO-318	Advanced Physiology II	3	Advanced Physiology II is a continuation of the study of homeostatic regulatory mechanisms using selected organ systems, including the cardiovascular, respiratory, digestive, renal, reproductive, and immune systems. 3 lecture hours per week.	Take BIO-317; Minimum grade C. (Required, Previous).
BIO-4000	Biology Seminar I-Capstone	1	The first of a three-part biology capstone course series. The capstone course(s) help the student to reflect upon how expertise in their discipline has been integrated with the university mission, core values and learning outcomes during the course of their education. Students will be exposed to options for their future and prepare for their post-graduate plans as well as begin research for their senior thesis. The class will additionally initiate a service project to be completed by graduation and begin the compilation of a portfolio to be submitted in the third capstone course. 1 conference hour per week. Junior status required. Offered in the spring semester.	Take 60 credits. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BIO-4001	Biology Seminar II-Capstone	1	The second of a three-part biology capstone course series. The capstone course(s) help the student to reflect upon how expertise in their discipline has been integrated with the university mission, core values and learning outcomes during the course of their education. Students will meet both as a class for literature and peer reviews as well as individually with an assigned thesis advisor during the formulation of their senior thesis. The class will continue the work of the service project initiated in BIO 4000 and continue the compilation of the portfolio to be submitted in the third capstone course. 1 conference hour per week. Senior status required. Offered in the fall semester.	Take BIO-4000. (Required, Previous).
BIO-4002	Biology Seminar III-Capstone	1	The third of a three-part biology capstone course series. The capstone course(s) help the student to reflect upon how expertise in their discipline has been integrated with the university mission, core values and learning outcomes during the course of their education. Students will formally present their written thesis to a broader audience. Students will actively demonstrate proficiency in the discipline via a comprehensive examination and be required to self-assess their growth with regard to the GMercyU core values and learning outcomes, as well as the general education and biology program goals through the submission of a portfolio of representative assignments and experiences spanning their university career. Finally, students will complete a service project initiated in BIO 4000. 1 conference hour per week. Senior status required. Offered in the spring semester.	Take BIO-4001. (Required, Previous).
BIO-402	Molecular Biology of the Cell	3	An investigation into the components that comprise cells, how those components are formed as well as how cells function individually and as part of a multicellular whole. Topics will include organelle structure and function, molecular signaling, membrane transport, the cytoskeleton and the cell cycle, as well as control mechanisms in gene expression and loss of control in cancer. 3 lecture hours per week. Offered in the fall semester.	Take BIO-204 BIO-204L CHM-204 CHM-204L CHM-301. (Required, Previous). Take BIO-402L. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
BIO-402L	Molecular Biology of the Cell	1	This is a project-driven laboratory course that introduces students to the world of mammalian cell culture. In addition to learning basic cell culture techniques, students will use cell viability assays, spectrophotometry, RNA isolation, reverse transcription PCR, and DNA gel electrophoresis to investigate important research questions in cell biology. Students will also gain experience in experimental design, data analysis, presentation of experimental results, and maintenance of a detailed laboratory notebook. 3 laboratory hours per week.	Take BIO-402. (Required, Previous or concurrent).
BIO-414	Infectious Diseases	3	A mixed lecture and case study approach to human infectious disease. The course explores the processes of transmission, pathogenesis, interaction with the immune response, and evolution of infectious microorganisms. Specifically, the course is focused upon host-pathogen relationships, transmission dynamics, and mechanism of disease emergence. 3 lecture hours per week. Offered in alternate spring semesters.	Take BIO-203 BIO-203L BIO-305 BIO-305L. (Required, Previous).
BIO-415	Developmental Biology	3	A study into the biochemical, molecular and genetic factors that regulate organismal growth and development. The field of classical embryology will be combined with molecular biology to investigate the mechanisms by which DNA dictates organism form and function. The course will cover topics including cell fate determination and differentiation, fertilization, embryogenesis, pattern formation, the regulation of gene expression during development, plant and animal cell lineages, tissue and organ formation, gene rearrangements in adult cells, aging, and developmental responses to the environment. Molecular mechanisms of development will be examined in species ranging from bacteria to higher plants and animals. Offered in the spring semester. 3 lecture hours per week.	Take BIO-251 BIO-402 CHM-301. (Required, Previous). Take BIO-415L. (Required, Concurrent).
BIO-415L	Developmental Biology	1	The laboratory is designed to supplement the material presented in the developmental biology lecture by introducing students to the fundamental model systems utilized in the study of developmental processes. Patterns of development will be investigated in both plant and animal species using both prepared specimens and living models. 3 laboratory hours per week. Offered in the spring semester.	Take BIO-415. (Required, Previous or concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
BIO-421	Biology Research	3	This is an independent course of research under the direction of a member of the science faculty. Students will participate in a research project involving a literature review, laboratory research, and data analysis. Students will be expected to formalize their experience with a presentation in written, oral or poster format. Students may earn research credit more than once, but only 3 credits may be used to satisfy the biology major requirements. Permission of instructor required.	Take BIO-430. (Required, Previous or concurrent).
BIO-430	Research Process and Techniques		This course will prepare students to conduct research or participate in an internship in the sciences. The course must be taken prior to or in conjunction with enrollment in BIO 421 or BIO 440. May be taken more than once.	
BIO-437	Special Topics	1	This is an in-depth study of a specialized subject area. The selected topic varies based on student/faculty interest and current research advances. Topic, course structure, credit and instructor will be announced prior to preregistration. Course may be repeated if topic is different.	Take BIO-204 BIO-204L. (Required, Previous).
BIO-437L	Special Topics	1		
BIO-439	Independent Study	1	Investigation of selected topics.	Take 60 credits. (Required, Previous).
BIO-440	Internship	3	A work experience with a minimum of 120-hours designed to afford the student a practical experience in the application of biological techniques and practices.	Take BIO-430. (Required, Previous or concurrent).
BUS-101	Business Theory	3	An overview of the theoretical framework and structure of today's business environment is studied. Content areas include management, economics, business, ethics and social responsibility, business organization, human resource management, international business and current business topics.	
BUS-205	Principles of Management	3	This course requires an analysis of the managerial processes with emphases on the planning, organizing, directing and control functions used by managers to accomplish the goals of the organization. Related behavioral topics will be included in the discussions. Course requirements will include a research paper and Internet assignments.	Take BUS-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BUS-207	Principles of Marketing	3	An overview of marketing theory and application in the context of the corporate, global and digital environment is studied. Topics include strategic planning, consumer behavior and customer experience design, business consumer marketing, developing and managing product offerings, marketing research and intelligence, advertising, public relations, sales promotions, pricing strategies and developing a marketing plan.	
BUS-209	Business Statistics I	3	An introductory course in the use of statistics in business. Topics covered include measures of averages and dispersion, probability theory, probability distributions, sampling theory and estimation.	
BUS-210	Marketing and Consumer Behavior	3	An overview of marketing theory in the context of the corporate environment and consumer behavior. Topics include marketing strategy, opportunities, consumer behavior, segmentation, marketing mix, and the external and internal influences on the consumer including the effects of demographics, and social and psychological variables on buyer behavior.	
BUS-212	International Business	3	An overview of the global market and its challenges for the U.S. businessperson. The student will look at the operation of the multinational company, international business activities, agreements between nations and other topics related to participation in global activities.	Take 1 group (Take BUS-101 /Take BUS-323). (Required, Previous).
BUS-213	Principles of Human Resource Management	3	The student will be introduced to the field of human resource management. This course will examine the many aspects of human resources and how these functions support the goals of the organization. Topics will include recruiting, selection, training and development, compensation and safety. Student requirements will include a research paper and case analysis.	Take BUS-101. (Required, Previous).
BUS-214	Business Ethics	3	A discussion of the impact of ethics on today's business world with content areas to include business social responsibilities, rights of stakeholders, government interaction and international ethical practices is studied. The student will be expected to analyze cases and to write opinion reports using APA format as a part of the course requirements.	Take BUS-101. (Required, Previous).
BUS-230	Business Law I	3	An introduction to the general framework of the law and how the law impacts business operations. The student will examine the basic elements of the law, its historical development, contracts, agency, sale of goods and various forms of business organizations. Student requirements will include case analysis and a review of research in the field.	

Course Name	Long Title	Min Credits	Description	Requisites
BUS-292	Business Case Studies	3	This course applies the business case method of learning various business situations that illustrate business strategy development. The evaluation of cases illustrates the causes of business problems, available solutions, and the impact of managerial choices on both the business enterprise and society in general.	Take BUS-230. (Required, Previous).
BUS-310	Principles of Finance	3	This course is an introduction to the role of finance in the economy. Financial markets, debt and equity instruments, capital budgeting, inflation, and the role of the financial manager are examined.	Take ACC-106. (Required, Previous).
BUS-311	Money, Banking & Financial Institutions	3	Money, credit and financial instruments; banks, other financial institutions and the operation of the Federal Reserve System are discussed in relation to economic activity, inflation and unemployment.	Take ECN-103 BUS-310. (Required, Previous).
BUS-312	Managerial Finance	3	An examination of financial decision making in the firm, including the sources of funds, capital structure and long-range financial growth are studied.	Take BUS-310. (Required, Previous).
BUS-313	Investments	3	An introduction to the securities markets, their operations and regulations and alternative investment opportunities are presented. Corporate and government issues, risk and portfolio development will be considered. Current market conditions will be discussed.	Take BUS-310. (Required, Previous).
BUS-314	International Finance	3	This course considers the nature and scope of international financial management. Direct foreign investment, international exchange, U.S. balance of payment, and the multinational enterprise will be discussed.	Take BUS-212 BUS-310. (Required, Previous).
BUS-318	Operations Management	3	The course will consider the operational aspects of running a manufacturing or service organization. Topics will include layout considerations, service requirements, inventory control and a preview of today's operations challenges. Course requirements will include case studies, end of chapter review questions and small off-site assignments.	Take BUS-101. (Required, Previous).
BUS-319	Purchasing and Contracting	3	Introduction to the procurement function. Specification of products and services, selection of suppliers, price, delivery, and other requirements; contract negotiations will be discussed.	Take BUS-101. (Required, Previous).
BUS-320	Small Business Management	3	This course examines the start-up and operation of a small business. Emphasis will be placed on the business plan, financial options, managerial challenges and day-to-day operations. The student will be expected to conduct an analysis of a business opportunity as a part of the course requirements.	Take BUS-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BUS-323	Business Management and Leadership	3	This course provides the student with an overview of management and leadership processes within an organization. By applying principles of planning, organizing, staffing, directing, controlling, and team development and building - to a comprehensive team project - the student will develop an understanding of the role of manager in today's organization.	
BUS-324	Derivatives	3	This course examines valuation and hedging of options, forward contracts, futures contracts, swaps, and other derivatives. Examines fundamental tools commonly used for pricing and hedging and options and futures contracts.	
BUS-325	Investment II (Portfolio Management)	3	This is a rigorous and empirical study of the element of investment, investment background and modern investment theory, analysis and valuation of equity securities and bonds, asset pricing and portfolio theory, and evaluation of portfolio performance.	Take BUS-313
BUS-333	Advertising & Digital Promotion Design	3	An overview of the various offline and online media available to advertisers, the factors influencing the choice of media and the role played by advertising agencies are studied. Topics include the role of advertising in society, effective consumer communication strategies, consumer analytics, segmentation, targeting and positioning consumers, creating digital and non-digital strategies, planning and buying media, executing an advertising plan, developing a message and return on investment strategies and management.	Take BUS-207. (Required, Previous).
BUS-334	Consumer Behavior	3	This course provides an analysis of the consumer decision process and customer experience design strategies in the market place. Special emphasis is placed on the external and internal influences on the consumer including the effects of demographic, social and psychological variables. Topics include developing strategies, variations in behavior, changing societal values, consumer perceptions, learning and memory theory, consumer motivation and attitudes, self-concept and lifestyle issues, information analysis, post purchase management, organizational buying and marketing regulations.	Take BUS-207. (Required, Previous).
BUS-340	Business Statistics II	3	This course is a continuation of BUS 209. Topics include hypothesis testing, regression and correlation techniques, time series analysis, index numbers, nonparametric techniques and analysis of variance.	Take BUS-209; Minimum grade C. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BUS-342	Business Statistics	3	The use of statistics in business will be explored. Topics covered include measures of averages and dispersions, probability theory and distributions, sampling, tests of hypothesis, regression, and correlation.	Take BUS-323. (Required, Previous).
BUS-350	Principles of Sports Management	3	This introductory level course provides the student with an overview of the structure of the sports industry and highlights the scope and variety of career opportunities in the area. The value of professional management to sports organizations will also be emphasized. Attention will be given to the issues facing sport organizations and the use of management techniques to solve business-related problems.	
BUS-351	Sports Marketing	3	This course provides the student with basic knowledge and understanding of sport marketing and promotions for the educational, recreational and professional sport. The components of the course include developing products, sponsorships, special events, fund raising, public relations, promotions, and utilizing radio and television networks.	Take BUS-207. (Required, Previous).
BUS-352	Sport Business and Finance	3	This course is designed to prepare the prospective sport manager with an overview of the major financial issues facing the sport industry. An analysis of the following areas will be undertaken; sources of revenue for sports organizations, a comparison of public and private sector funding in sports, and investment of public resources into private sporting facilities.	Take BUS-205. (Required, Previous).
BUS-353	Sport Law	3	This application of legal principles is considered in relation to professional and amateur sports. Emphasis is placed on tort liabilities and the regulation of sport in a variety of settings. The governance structure of professional and amateur sports organizations will also be discussed.	Take BUS-230. (Required, Previous).
BUS-354	Athletics Administration	3	This course is designed to introduce the student to the management issues faced by administrators within collegiate and high school athletics departments. Students will develop an understanding of issues such as governance, scheduling, NCAA and conference compliance, gender equity and Title IX, conference membership issues, departmental structure, and organizational goals in athletics, legal issues, and operating procedures.	Take BUS-205. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BUS-355	Facility Management	3	This course investigates the functions of sport managers in the design, operation, and financing of sport facilities. Students will examine the issues pertaining to management of public and private arenas, stadiums, and multipurpose facilities. Management of temporary facilities for special events will also be considered.	Take BUS-205. (Required, Previous).
BUS-373	Labor and Industrial Relations	3	This course includes topics such as collective bargaining, union and management negotiating strategies, the grievance process and a consideration of public sector bargaining. The student will be expected to complete a research paper and to review different types of grievances as a part of their coursework.	
BUS-374	Employment Law	3	A survey course introducing the laws that impact the employee-employer relationship. The student will analyze how the law affects areas such as hiring, compensation and safety as well as the laws governing discrimination. A Pennsylvania application will be included where appropriate. The student will be evaluated on the basis of examinations, case analysis, legal research and Internet use.	Take BUS-205. (Required, Previous).
BUS-375	Risk Management	3	The use of risk management techniques as tools to improve the efficiency and effectiveness of the organization are studied. The student will be introduced to the risk management process, various non-insurance activities to control risks in the workplace, safety in the workplace and current issues facing the businessperson. Coursework will include a research paper, case analysis and classroom discussions.	Take BUS-101. (Required, Previous).
BUS-376	Employee Benefits	3	This course will include consideration of the history of benefits, health insurance and its issues, other benefit options, administration and evaluation of employee benefit plans. The student will be expected to complete a research paper, perform case analysis and participate in classroom discussions.	Take BUS-205. (Required, Previous).
BUS-377	Training and Development	3	The student will take an in-depth look at training and its importance to the organization. Topics in this course include preparing the organization for training, evaluation of various training methods and employee development. The student will be required to complete a research paper, analyze cases and design a training program.	Take BUS-205. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BUS-378	Healthcare Risk Management	3	Risk Management affects the entire organization and is commonly referred to as Enterprise Risk Management (ERM). The focus for healthcare organizations is to reduce risk in all areas with the goals of quality improvement and cost reduction. The student will be introduced to the risk management process, current federal and state legislation, cost and benefits of safety programs in the healthcare setting, strategies for medical error and liability reduction, the use of healthcare information technology to reduce risk, current topics in health insurance, and managing risk in integrated healthcare delivery systems. Coursework will include a research paper, case analysis and classroom discussions and presentations.	Take BUS-101. (Required, Previous).
BUS-379	Seminar: Human Resources Development	3	Policies and programs concerned with the allocation, utilization, development, and maintenance of human resources are presented. A case study approach with emphasis on student research and interaction.	Take BUS-213. (Required, Previous).
BUS-381	Organization Theory and Behavior	3	This course examines the systematic study of behavior and attitudes in organizations. The question of why people in organizations feel and behave as they do is examined through the study of motivation, communications, personality, leadership, and group dynamics.	Take BUS-101. (Required, Previous).
BUS-391	Current Business Issues	1	This course is an independent research paper, which reviews current events in business. Permission of the Dean of the School is required.	
BUS-4000	Seminar: Business Policies & Strategies	3	Using a business simulation/case approach, this course is a study of management policy as an integrative force to all other functions of businesses; i.e., marketing, manufacturing, finance, personnel. The course represents an insight into the strategies behind corporate policies.	Take BUS-207 BUS-209. (Required, Previous). Take BUS-214. (Required, Previous). Take BUS-205. (Required, Previous).
BUS-4001	Seminar: Business Policies and Strateg	4	Using a business simulation/case approach, and by integrating learning team experiences with classroom theory this course is a study of management policy as an integrative force to all other functions of businesses; i.e., marketing, manufacturing, finance, personnel. The course represents an insight into the strategies behind corporate policies.	Take ACC-302. (Required, Previous). Take BUS-310. (Required, Previous). Take BUS-323. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
BUS-405	Marketing Decision Making Using Analytic	3	This course develops a comprehensive overview of marketing strategy. Management decision- making in all areas of marketing is addressed. Strategic planning and implementation in segmentation, product, distribution, promotion, and pricing will be included.	Take BUS-207. (Required, Previous). Take BUS-323. (Required, Previous).
BUS-407	Marketing Research and Analytics	3	Research techniques/methods on the collection and analysis of data used as a basis for market identification, product planning, consumer behavior, pricing policy, and sales strategy are studied. Students will learn and use Google Analytics to learn marketing metrics and how the data gained through online research can be used in the marketing management of an online business enterprise.	Take BUS-207. (Required, Previous).
BUS-410	Online Business Marketing/Mgt Strategies	3	This course presents theories and applications necessary to develop and manage online digital strategies. Topics include an introduction to e-marketing strategies, e-mail marketing, online advertising, affiliate Marketing, search engine marketing, search engine optimization, social media strategies, crowd sourcing, viral marketing, online reputation management, web public relations, web site design and development theories, web analytics and conversion optimization, mobile marketing strategies and customer experience management.	Take BUS-207. (Required, Previous).
BUS-421	Corporate Studies	3	This course provides students the opportunity to complete an in-depth study of a service corporation, or several service corporations, so to better understand the integration that is required in management practices within a corporate business structure. The course will focus on the challenges, opportunities and integration of corporate management, administration, marketing, human resource management, leadership and, as applicable, global operations and management.	Take BUS-207. (Required, Previous). Take BUS-101. (Required, Previous).
BUS-437	Special Topics	3	This course provides opportunity for investigation of a selected topic or topics designed to integrate and deepen the student's comprehension and application of business theory and practice.	

Course Name	Long Title	Min Credits	Description	Requisites
BUS-438	Social Media Marketing	3	An in-depth study of the theories, processes, and application of social media marketing within an organization. The course will explore strategies to build social communities and better understand its opportunities and organizational impact. The concept of a social business will be studied through the analysis of the approaches to implement social technologies. The course will also explore the planning and implementation processes of social business initiatives.	Take BUS-207. (Required, Previous).
BUS-439	Independent Study	1	This course allows the student to investigate selected topics. Registration with permission of the Dean of the School and the Vice President for Academic Affairs.	
BUS-440	Internship	6	This is a 240-hour work experience designed to afford the student a practical experience in the application of business techniques and practices.	
BUS-441	Internship	3	This is a 120-hour work experience designed to afford the student a practical experience in the application of business techniques and practices.	
BUS-455	Sport Management Seminar	3	The internship requirement is considered to be one of the most critical components of the Sport Management program. Student will undertake a 120-240 hour supervised internship. This opportunity is expected to enhance the student's academic experiences, provide additional work experience, and networking opportunities. Internship experiences may take place in any of the varied sport industry settings. This course does not replace BUS-4000.	
CHM-105	Living Chemistry	3	An introduction to chemistry designed to promote scientific literacy for the non-science student. Emphasis is non-mathematical and focuses on the applications of chemical principles to situations encountered in modern life, including preservation of natural resources, medicine and genetics, and consumer products. 3 lecture hours per week.	
CHM-111	Chemistry for the Allied Health Profess	3	An introduction to general, organic and biological chemistry for students in the health professions. Topics include the structure, properties and reactions of inorganic, organic and biological compounds, solution chemistry, gas laws, energetic, acid-base chemistry, equilibrium, kinetics, electrochemistry and nuclear chemistry. Emphasis is on physiological and clinical applications. 3 lecture hours per week. Not accepted as credit towards the biology major.	Take CHM-111L. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
CHM-111L	Chemistry for Allied Health Professions	1	Application of the experimental techniques of chemistry to the study of stoichiometry, gas laws, thermochemistry, solutions and the structure, function and reactions of organic and biological compounds. 3 laboratory hours per week.	Take CHM-111. (Required, Previous or concurrent).
CHM-115	Chemistry for the Health Profession	3	An introduction to the principles of general chemistry for students of the health professions. Topics include the structure, properties and reactions of inorganic compounds, nuclear chemistry, stoichiometry, gas laws, solution chemistry, thermochemistry, equilibrium, kinetics, and acid-base chemistry. Emphasis is on physiological and clinical correlations. 3 lecture hours per week.	Take CHM-115L. (Required, Concurrent).
CHM-115L	Chemistry for the Health Profession	1	Introduction to the experimental techniques of chemistry applying the principles of stoichiometry, gas laws, thermochemistry and solution chemistry to the study of the composition and reactions of compounds. 3 laboratory hours per week.	Take CHM-115. (Required, Concurrent).
CHM-116	Chemistry for Health Professions II	3	An introduction to organic and biological chemistry for students of the health professions. Topics include the structure, properties and reactions of organic compounds, carbohydrates, lipids, proteins, and nucleic acids, enzyme activity and metabolic pathways and the storage and transmission of genetic information. Emphasis is on physiological and clinical correlations. 3 lecture hours per week.	Take CHM-115; Minimum grade C. (Required, Previous). Take CHM-116L. (Required, Concurrent).
CHM-116L	Chemistry for Health Professions II	1	Application of the experimental techniques of chemistry to the study of the structure, function and reactions of organic and biological compounds. 3 laboratory hours per week.	Take CHM-115 CHM-115L. (Required, Previous). Take CHM-116. (Required, Previous or concurrent).
CHM-151	Principles of Chemistry I	3	Chemical compounds and reactions; terminology, stoichiometry, solution chemistry, gas laws, thermochemistry, electronic structure and chemical bonding. 3 lecture hours and 1 recitation hour per week. Offered in the fall semester.	Take CHM-151L CHM-151R. (Required, Concurrent).
CHM-151L	Principles of Chemistry I	1	Application of the principles of stoichiometry, gas laws and solution chemistry to the synthesis, separation and identification of compounds. 3 laboratory hours per week. Offered in the fall semester.	Take CHM-151 CHM-151R. (Required, Concurrent).
CHM-151R	Principles of Chemistry I			Take CHM-151 CHM-151L. (Required, Concurrent).
CHM-152	Principles of Chemistry II	3	Condensed states of matter, properties of solutions, chemical kinetics, electrochemistry and nuclear chemistry. 3 lecture hours and 1 recitation hour per week. Offered in the spring semester.	Take CHM-151; Minimum grade C. (Required, Previous). Take CHM-152L. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
CHM-152L	Principles of Chemistry II	1	Laboratory investigations of properties of solutions, chemical kinetics and chemical equilibrium emphasizing techniques of quantitative analysis, including both traditional gravimetric and volumetric methods and instrumental methods of spectrophotometry and chromatography. 3 laboratory hours per week. Offered in the spring semester.	Take CHM-151 CHM-151L. (Required, Previous). Take CHM-152. (Required, Previous or concurrent).
CHM-152R	Principles of Chemistry II			
CHM-203	Organic Chemistry I	3	An introduction to the molecular structure and reactivity of carbon-based compounds. Emphasis is given to the relationships between molecular structure and chemical and physical properties. Topics include theories of chemical bonding, isomerism and stereochemistry, IR and NMR spectroscopy, and the mechanisms of fundamental reactions (i.e., substitution, elimination, addition). 3 lecture hours and 1 recitation hour per week. Offered in the fall semester.	Take CHM-152 CHM-152L. (Required, Previous). Take CHM-203L. (Required, Concurrent).
CHM-203L	Organic Chemistry I	1	A techniques-focused course to develop skill with common organic chemistry lab techniques including separations, purifications, and the use of spectroscopic and analytical equipment (e.g., IR, GC, HPLC) to characterize substances. Experiments demonstrate theoretical principles from CHM 203. 3 laboratory hours per week. Offered in the fall semester.	Take CHM-203. (Required, Previous or concurrent).
CHM-203R	Organic Chemistry I			Take CHM-152 CHM-152L. (Required, Previous). Take CHM-203. (Required, Concurrent).
CHM-204	Organic Chemistry II	3	Continuation of CHM 203. Topics include aromaticity, organometallics, oxidation and reduction, and carbonyl chemistry. Connections to biology are emphasized, where appropriate. 3 lecture hours and 1 recitation hour per week. Offered in the spring semester.	Take CHM-203 CHM-203L; Minimum grade C. (Required, Previous). Take CHM-204L. (Required, Concurrent).
CHM-204L	Organic Chemistry II	1	Continuation of CHM 203L. Experiments illustrate multistep organic synthesis and demonstrate theoretical concepts from CHM 204.	Take CHM-204. (Required, Previous or concurrent).
CHM-204R	Organic Chemistry II			Take CHM-204. (Required, Concurrent).
CHM-299	Selected Topics in Chemistry	3	A study of a specialized subject area which may vary based on student/faculty interest. For non-major students only. The topic, course structure and instructor will be announced prior to pre-registration. There are no prerequisites.	

Course Name	Long Title	Min Credits	Description	Requisites
CHM-301	Biochemistry I	3	Chemical structure, function and reaction of biologically important molecules, including nucleic acids, proteins, carbohydrates and lipids; biological membranes; enzyme kinetics, regulation and mechanisms. 3 lecture hours per week. Offered in the fall semester.	Take CHM-204 CHM-204L BIO-203 BIO-203L. (Required, Previous). Take CHM-301L. (Required, Concurrent).
CHM-301L	Biochemical Techniques Lab	1	A laboratory techniques course, which applies methods of modern biochemical separation and analysis, including spectrophotometry, chromatography, electrophoresis and immunochemistry, to the quantitative investigation of biochemical systems. 3 hours laboratory per week. Offered in the fall semester.	Take CHM-204 CHM-204L BIO-203 BIO-203L. (Required, Previous). Take CHM-301. (Required, Previous or concurrent).
CHM-302	Biochemistry II	3	Intermediary metabolic pathways; photosynthesis; integration and regulation of mammalian metabolism. 3 lecture hours per week. Offered in the spring semester.	Take CHM-301; Minimum grade C. (Required, Previous).
CHM-437	Special Topics	3	This is an in-depth study of a specialized subject area. The special topic varies based on student/faculty interest. Topic, course structure and instructor will be announced prior to preregistration. This course may be used to satisfy a biology elective in the biology major. 3 lecture hours per week.	Take CHM-152 CHM-152L CHM-204 CHM-204L. (Required, Previous).
CIS-100	Inside the Laptop: Exploring Technology	3.00	This course is designed as a general education course for students who are not currently computer information science majors but find technology interesting enough that they would enjoy exploring it further. Learn how computing evolved and how an email you send from your laptop can travel across the globe in mere seconds. This course will cover computer hardware and the software that enables humans to interact with machines. Students will learn basic computing math, coding, and will even work in groups to create their own AI (Artificial Intelligence) chatbot. If you ever wanted to take a computer apart to see how it works - this course is for you. (Not required for CIS majors)	

Course Name	Long Title	Min Credits	Description	Requisites
CIS-101	Introduction to Desktop Computing	3.00	Open to all majors, this course will provide students with the computer skills necessary to be successful in both school and the workplace. Using Windows operating system, students will learn common file management techniques such as configuring folder options and digital file organization. Windows shortcuts, how to encrypt data, backup options, cloud storage, video conferencing, and the University's learning management system (LMS) will also be covered. Students will learn Word, Excel, PowerPoint, and Access using the latest version of Microsoft's Office Professional Suite. (Not required for CIS majors)	
CIS-102	Emerging Internet Technologies	3.00	This course serves two purposes: (1) to learn about emerging Internet technologies and (2) to master the skills necessary to use the Internet more effectively for research. Students will learn how to discern the quality of information on the Internet, identify scholarly from non-scholarly sources, utilize specialized directories, and optimize search engine queries. How to avoid plagiarism and understanding copyright laws will also be discussed. Students will research emerging Internet topics while taking advantage of the many online tools available to them. After completing a research paper on an assigned topic, students will create a presentation to highlight their work utilizing the latest techniques, resources, and software. By learning how to use available existing technologies, students enrolled in this class will be better prepared in their academic, personal, and professional endeavors.	
CIS-104	Programming I	3.00	This course is designed as a first programming course for CIS majors or anyone interested in programming. Taught in one of the industry's leading programming language C++ or Java, this course will cover the structured and procedural programming aspects of the language, including top-down design, loops, conditional structures, use of variables, scope, arithmetic operations, processing records, Boolean algebra, and reinforcement of basic algorithmic design. This will give the student a good foundation for more advanced topics in programming.	

Course Name	Long Title	Min Credits	Description	Requisites
CIS-110	Information Systems	3.00	Because every job is a technology job, this course was designed to provide future information system managers with the skills necessary to understand and manage the technologies which have become an integral part of today's business landscape. Major topics include management in a digital world, development and acquiring information systems, improving business processes, business intelligence using data analytics, artificial intelligence and robotics, and enhancing the organization through social media. The impact of mobile computing, cloud computing, the Internet of Things (IoT), and outsourcing will be discussed. Students will learn how to apply a systems approach to problem solving and the systems development life cycle (SDLC).	
CIS-114	Web Design I	3.00	This class teaches students how to create a website from scratch using HTML and CSS. Topics include content planning and visual aesthetics including design and layout of images and text, the end-user experience (UX), and adaptive cross-device design. The basic elements of the latest versions of HTML and Cascading Style Sheets (CSS) will be covered including site design and page formatting, graphic manipulation for web content, Search Engine Optimization (SEO), as well as browser, mobile device, and server capabilities. Students will learn how the web works and what happens when a webpage is viewed in a web browser across multiple types of devices. By the end of the course students will be able to publish their own websites with code they have written themselves! Open to all majors.	
CIS-115	Introduction to Artificial Intelligence	3.00	This course introduces students to the field of artificial intelligence (AI) and data mining. By examining how datasets from mined information are harnessed for machine learning, students will gain a deeper understanding of how artificial intelligence can be utilized. AI is presently being used in everyday applications such as Gmail, Siri, and Netflix. From selfpowered automobiles and military drones, to marketing research and fraud monitoring, this course will examine the history, present day use, and future of artificial intelligence. Topics discussed include autonomous machines, privacy, ethics, data analytics, neural networks, singularity, and quantum computing. Open to all majors.	

Course Name	Long Title	Min Credits	Description	Requisites
CIS-116	Introduction to Python	3.00	Python is a general-purpose programming language popular with game developers, web designers and artificial intelligence engineers. Used by YouTube, Drop Box, and Google, Python is easy to read, learn, and use. This course will introduce the student to basic programming concepts though the use of fun examples and exercises designed to help the student gain experience. This beginners course is open to all majors.	
CIS-203	Systems Analysis and Design	3.00	Current topics in systems analysis and design will be covered with a focus on the core set of skills that all analysts and project managers must possess, along with an overview of current project management and CASE tools. Students will learn about each phase of the software development life cycle (SDLC) for a project including: requirements analysis and determination, project scheduling, process modeling, user interface design, program design, implementation, maintenance, and review. Also addressed is the systems analysis and design of emerging technologies, such as agile methods, cloud computing, and mobile applications.	Take CIS-104. (Required, Previous).
CIS-204	Programming II	3.00	This course is designed as a second programming course which concentrates on the object-oriented aspects of programming. Topics including object properties and methods, inheritance, and polymorphism. This course will continue utilizing either the C++ or Java programming language. Students will gain valuable industry skills with several hands-on programming assignments.	Take CIS-104 or CIS-301. (Required, Previous).
CIS-205	Machine Learning	3.00	In this course students will learn how algorithms are used in machine learning. Algorithmic theories will be examined as possible catalysts for making machines smarter. Learn how computers are capable of acting without being explicitly programmed. Supervised, unsupervised, and reinforcement algorithms will be examined. Students will learn how to apply machine learning algorithms to real-life problems and evaluate their effectiveness. Machine bias will also be discussed.	Take CIS-116. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
CIS-215	Intro to Relational Databases	3.00	This course provides students with a hands-on practical approach to the Relational Database Model and SQL (Structured Query Language). Topics include normalization, design methodology, DBMS functions, and basic database administration. Database management approaches such as client/server databases, data warehouses, and cloud computing platforms will be covered. Security strategies and Database backup and recovery best practices will be discussed. Students will learn how to design and code a Relational Database using Microsoft's SQL Server Management Studio and Azure Managed Cloud Database. By the completion of this course, students should be able to understand an organization's database requirements and translate those requirements into a functional relational database.	Take 1 courses; From Subject CIS. (Required, Previous).
CIS-230	Introduction to Networking	3.00	This course provides the student with the foundation necessary to be successful in any field of computing. Students will be introduced to the Open Systems Interconnection (OSI) model and Transmission Control Protocol/Internet Protocol (TCP/IP) suite. Structured cabling, network topologies, routing and switching, network connectivity and troubleshooting will be covered. Students will learn about virtualization, cloud computing, and wireless technologies. With a focus on networking operating systems, the latest Microsoft Windows Operating System and Server will be used to explore DHCP, DNS, and wired and wireless network communications. This course is aligned with the CompTIA+ guidelines for networking.	Take 1 courses; From Subject CIS. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
CIS-240	Cybercrime	3.00	This course provides students with the knowledge and skills necessary to identify, track and prosecute cybercriminals. Students will learn the processes involved in detecting attacks and collecting evidence in a forensically sound manner. Advanced techniques used in computer investigations and analyses will be discussed. Learn where potential legal evidence can be found, how to prepare evidence for computer related crime and abuse cases, as well as how to track the intrusive hacker's path through a client's system or network. Students are introduced to tools used in investigations, investigating network traffic, web attacks, Denial-of-Service (DoS) attacks and corporate espionage. Other topics covered include cyberbullying, organized cybercrime, cyberwarfare, cyberterrorism, and hacktivism.	
CIS-299	Special Topics	3.00	This course explores a selected topic or topics designed to integrate and deepen the students' comprehension and application of computer information science theory and practice. Specific topics will be identified in the course title when posted to the schedule.	
CIS-301	Algorithms and Data Structures	3.00	This advanced programming class stresses the concept of programming as a method of analyzing, stating and solving problems on a computer. This course includes both structured and non-structured logic as the solution to mathematical and data progressing problems. Topics include: arithmetic operations, working with data files, processing records, loops, Boolean algebra, linked lists, stacks, queues, recursion, binary trees, multi-way trees, graphs and sorting.	CIS-204. (Required, Previous).
CIS-304	Event-Driven Programming	3.00	Students will be instructed in the fundamentals of event-driven programming where functions are determined by events such as user actions. Service oriented and time driven programs, event and exception handlers, trigger functions, user created events, anticipation of events, error trapping, and user interface design will be covered. ASP.net web pages, file I/O database connectivity, and web services will also be covered. Students will work hands-on using the latest tools and techniques to create their own program.	Take CIS-204.

Course Name	Long Title	Min Credits	Description	Requisites
CIS-311	Application and Embedded ML	3.00	In this course students are introduced to the fundamentals of AI and robotics. Using current open-source technologies students will create a program that will be executed by a small-scale robot. Students will evaluate and apply various algorithms in order to gain a better understanding of the complexity surrounding autonomous applications.	Take CIS-116 CIS-205. (Required, Previous).
CIS-312	Data Analytics	3.00	This course focuses on developing interactive programming code for extracting, cleansing, wrangling, transforming, reshaping, and analyzing data. Students will learn common data types, where data is derived from, and the challenges practitioners face in the modern world of "Big Data." Using a multidisciplinary approach, examples from business, social sciences, public health and laboratory sciences will be utilized as students explore predictive analytics and data science techniques which employ Python. Data privacy and ethics will be explored.	Take CIS-116. (Required, Previous).
CIS-318	Introduction to Unix and Linux	3.00	This course introduces students to the Linux/Unix operating systems. Beginning with a brief history of Linux and Unix, students will learn how to determine the best distribution (distro) to download and install based on organizational needs. Fundamentals such as system, commands, utilities, text editing, processing utilities, and permissions will be covered. This course is required for Computer Forensic/Cybersecurity majors because it is essential for running many forensic and penetration testing software. Web Design and Multimedia students are required to take this course because it is an integral part of LAMP.	Take 1 courses; From Subject CIS. (Required, Previous).
CIS-320	Computer Applications in Business	3.00	This course gives students a cursory overview of the major computer based business systems found in businesses today. Systems that will be looked at include E-commerce, Accounting Information Systems, Human Resource Information Systems and Enterprise Resource Planning Systems. In addition, the course will explore how knowledgeable workers can solve typical business problems through the use of advanced Microsoft Office features found in Word, Excel and Access. (5 weeks) (School of Graduate & Professional Studies only)	

Course Name	Long Title	Min Credits	Description	Requisites
CIS-321	Computer Organization	3.00	This course provides students with an in-depth look at computer hardware, software, and the interaction between the two. By breaking computer organization down in a hierarchical manner, students will gain a thorough understanding of computer architecture. Students will learn the history of modern-day computers, the Von Neumann architecture model, circuitry, Boolean logic, logic gates, instruction sets, processor arithmetic and control functions, input/output, memory management and storage, machine code, and assembly and compile processes. In addition to using the Little Man Computer (LMC) prototype to understand the stored program concept, students will complete hands-on computer hardware builds.	Take 1 courses; From Subject CIS; From Level 100. (Required, Previous).
CIS-325	Database Administration and Security	3.00	This course focuses on the performance, integrity, and security of relational databases. Mapping to the Microsoft Administering a SQL Database Infrastructure Exam (70-764), topics include configuring data access and auditing, database server backups and restores, monitoring SQL Server instances, maintaining high availability, and disaster recovery. Through hands-on labs students will learn client/server architecture, connection encryption, how to configure data collection for analysis, statistic management, and implementing failover cluster instances. Emphasis will be placed on current security threats such as SQL injections, data leaks, privilege escalation, stolen backups, and security policies.	Take CIS-215. (Required, Previous).
CIS-330	Networking Administration and Security	3.00	A more advanced study of computer systems and network administration using the latest Microsoft Server operating system. Topics include management of database, print, DHCP, DNS and other servers. Students will gain hands-on practical experience working with Windows Active Directory. File management, virtualization, Microsoft Azure cloud computing services are also discussed. Various security issues facing networks today as well as emerging technologies will be addressed.	Take CIS-230. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
CIS-340	Computer Forensics	3.00	This course introduces the student to the field of computer forensics and digital investigations. Students will learn the skills necessary to launch and complete a successful computer investigation through hands-on data acquisition, analysis, and reporting. Students will learn the components necessary to create an effective, efficient, and secure computer forensic lab. Popular tools and forensic methodologies currently used in the industry will be introduced. Network forensics and the examination of non-traditional devices will also be discussed. Students will work on hands-on labs using the software and techniques discussed in class.	Take 1 200-level course; From Subject CIS. (Required, Previous).
CIS-341	IT Security	3.00	In this course students acquire the knowledge and skills necessary to securely manage and operate an IT infrastructure. Students will learn fundamental security basics such as the confidentiality, integrity, and availability of data in motion and data at rest, resilient network configurations, network hardening, encryption and authentication, intrusion detection, cryptography, and PKI infrastructure. In addition to becoming familiar with the threat landscape, students will learn how to identify and mitigate threats. Virtualization and storage security, incident response, and disaster recovery best practices will be discussed.	Take CIS-230. (Required, Previous).
CIS-350	Multimedia I	3.00	Students will gain valuable hands-on experience creating multimedia applications that can be used for a wide variety of purposes. This course provides an overview of multimedia and its professional applications in websites, gaming, education, marketing, and entertainment. Using the latest technologies, software, and techniques, students will integrate multiple forms of media to create interactive website accessible to all users and platforms.	Take 1 courses; From Subject CIS. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
CIS-4000	Capstone	3.00	Take CIS-301 or CIS-304. (Required, Previous) and update description: This course is designed to be taken at the end of the CIS program, applying the culmination of knowledge gained in all program courses and incorporating many facets of the major. Students will work in teams to design, develop and implement a solution to a real-world IT problem, or work independently on a comprehensive research project. After creating a portfolio of work from their courses over their entire career in the CIS program, students will present their project work at the end of the semester.	Take CIS-104 CIS-204 CIS-301 or CIS-304. (Required, Previous).
CIS-401	Deep Learning	3.00	This course is designed to provide students with an opportunity to research a selected topic or topics in order to integrate and deepen the student's comprehension and application of Artificial Neural Networks (ANNs) and Deep Machine Learning.	Take CIS-311. (Required, Previous).
CIS-410	Operating Systems	3.00	A study of operating systems concepts including processes, memory management, file systems, storage systems, input and output, networking, and security, as well as other topics will be presented. Students will learn basic operating system abstractions, mechanisms, and their implementations. Study of the most recent operating systems will be covered in parallel with concepts taught. Students will gain a practical understanding of how processes, file and storage systems and security function as elements of any operating system.	Take CIS-104 CIS-204 or CIS-304. (Required, Previous).
CIS-420	Mobile Application Development	3.00	This course is an advanced course in software development for mobile devices using the latest technologies in the industry for mobile phone development. Students will learn how to determine what operating systems are available for smart phones, what tools, hardware and software are needed to develop applications for different types of phones. This course will stay current with the industry at the time the course is offered and will continue to adapt to the smart phone market. Emphasis will be placed on the full-life-cycle of software development from requirements specifications through final deliverable application.	Take CIS-104 CIS-204 or CIS-301. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
CIS-421	Advanced Computer Platforms	3.00	This course advances the student's understanding of computer architecture which began in "Computer Organization" to include detailed treatment of all key organizational issues including I/O, RISC instruction set, cache memory, internal and external memory, parallel processors, and micro- programmed implementation. Additional topics include: input and output storage systems, systems software, alternative architectures, embedded systems, performance measurement and analysis, and network organization and architecture.	Take CIS-321. (Required, Previous).
CIS-424	Web Design II	3.00	This is an advanced level course continuing the development of web site design utilizing current applications, programming languages, and tools popular in the industry today. This course is designed to incorporate skills learned in the introductory web design course and add in dynamic web functionality by connection to back-end databases, e-commerce support, chatbots, and learning more advanced features of web applications. The student will culminate the semester with a group project.	Take CIS-114. (Required, Previous).
CIS-437	Special Topics	3.00	This course provides opportunity for investigation of a selected topic or topics designed to integrate and deepen the student's comprehension and application of computer information science theory and practice.	
CIS-439	Independent Study	3.00	This option affords students the opportunity to pursue research in a particular field of interest. This is not a traditional classroom setting.	
CIS-440	Internship	3.00	A work experience with a minimum of 120-hours designed to afford the student a practical experience in the field of Computer Information Science and information technology.	
CIS-450	Multimedia II	3.00	This course allows students to apply the multimedia techniques learned in Multimedia I, to gaming technology. Students will learn the basic elements of game design and development, while working hands on with the latest gaming platforms to create their own game.	Take CIS-104 CIS-350. (Required, Previous).
CNS-STATS	CNS Statistics & Methods Pre-Requisite		Pseudo course used to meet CNS-510 Pre-Requisite	

Course Name	Long Title	Min Credits	Description	Requisites
COMD-115	Introduction to Digital Communcation	3	Students explore the use of social and digital media as a means to gather information, communicate, consume news, create identities and create communities. Through an examination of the digital divide, privacy and AI, students broaden their understanding of digital and social media. Students develop pre-professional logos and create audio and video content.	
COMD-200	Digital Analytics & Visualization	3	Students will explore digital analytics, big data, and data visualization while earning a Google Analytics certification. Hands-on projects will focus on campaign tracking, tagging, web traffic measurement, dashboards and more. Opportunity to earn Google Analytics Certification.	
COMD-201	Mobile Content Creation	3	Students are introduced to the creation of visual and audio content for use on social and digital media platforms utilizing the same smart phone they use everyday. Basic skills such as framing, composition, audio quality and website development will be covered in theory and with hands-on application. Students will host projects on their own websites. Smartphone and APP purchase required.	
COMD-206	Public Relations	3	This course covers the development of the public relations industry from its historical beginnings to contemporary application, including the relationship between theory and practice. While reviewing many specific areas of the field including media relations and crisis communication, the course highlights the core of utilizing public opinion and persuasion, as well as the arena of strategic counsel. Opportunity to earn CisionPoint Certification.	Take COMD-115 COMD-217. (Required, Previous).
COMD-217	Digital Media Culture & Society	3	Students will explore the relationship between digital media and culture, domestically and in the global setting. Topics include convergence, mobile media, digital gaming, journalism, augmented reality and globalization. Opportunity to earn Twitter Flight Deck Certification	Take ENG-101. (Required, Previous).
COMD-218	Policy & Regulation	3	Media policy and regulation will be covered in the context of the first amendment, public interest, licensing, ownership, privacy, digitalization and global pressures.	Take COMD-217. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
COMD-300	Strategies/Tactics Digital/Social Media	3	Building on strategic communication and business objectives, students will explore online strategies and tactics across platforms. Hands-on assignments will address building awareness and social communities as well as e-commerce and conversion. Projects will be incorporated into students' online digital portfolios.	
COMD-301	Podcasting	3	Podcasting in journalism, publishing and promoting continues to grow. In this course, students will build upon the basic audio skills developed in prior courses to produce audience-targeted and technically competent podcasts. We will explore planning, recording, interviewing, editing, structure and storytelling along with technical concepts. Hosting, distribution and monetizing will also be covered.	Take COMD-201. (Required, Previous).
COMD-302	Video Production & Editing	3	Students will learn video production in both the studio and in the field, with a focus on framing, lighting, microphone placement, composition, audio for video, and more. We will also cover post-production, editing strategies and story-telling. This is a hands-on course. Opportunity to earn YouTube Certification.	Take COMD-201. (Required, Previous).
COMD-303	Media Ethics	3	In this course, students examine ethical standards and practices in mass media, as well as the key ethical issues confronting mass communicators today. Case studies, ethical decision- making models, and industry standards will be used to show the impact of decisions media professionals make.	No Pre-reqs
COMD-400	Digital Media Economics & Budgeting	3	Digital and social media, media convergence, connectivity and immediacy have disrupted media business models, created space for few major players in social and digital media, changed the way content is produced and distributed and altered advertising and public relations messaging and profit centers. This course explores the broad economic issues impacting digital and social businesses within today's media landscape. We will discuss key economic principles influencing the communication and media industries including broadcasting, newspapers, motion pictures, music, video games, advertising and public relations. Opportunity to earn Hootsuite Certification	Pre-Req: COMD217
COMD-4000	Digital Communications Capstone	3	This capstone course is project oriented and will require students to apply skills in strategic planning, messaging to audience, gathering information, and producing content.	Junior Status

Course Name	Long Title	Min Credits	Description	Requisites
COMD-405	Digital Communications Internship	3	This is a 120-hour work experience designed to afford the student a practical experience in social and digital media fields, content production techniques and/or analytic practices.	Take 60 credits. (Required, Previous).
COMD-437	Special Topics	3	This course provides opportunity for investigation of a selected topic or topics designed to integrate and deepen the student's comprehension and application of digital and social media theory and practice.	
CRJ-102	Introduction to Criminal Justice	3	A survey of the American criminal justice system and its components: police, courts and correction. The course is designed to describe the functions of the system from arrest through trial, appeal, sentencing, correction and parole. The object of the course is to provide the student with a procedural framework of the criminal justice process. (Also SOC 102.)	
CRJ-201	Cultural Criminology	3	This course will look at the cultural influences on crime and deviance. It will examine the issues prevalent in global and local cultures and how this causes and effects crime and deviance. Through the examination of ethnographic texts and contemporary sources, the course will explore the role of culture, media, politics, and demographic factors, on crime, deviance, and the fear of crime. Specifically, the course will look at the emerging issues of terrorism, the politics of gender, and green cultural criminology.	
CRJ-205	Stalking & Domestic Violence	3	This course will introduce students to the topics of stalking and domestic violence from a criminological, sociological, and psychological perspective. In this course students will look at the social factors that contribute to the incidence and prevalence of both stalking and domestic violence. Students will examine victim outcomes and the criminal justice response to these crimes. Students must be at least a sophomore or receive permission of the Instructor.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-207	Drugs Society & Criminal Justice	3	The American justice system has struggled to confront the problems related to drugs in our society, which include increased criminal activity, drug use by children and adolescents, and prison overcrowding. Throughout the semester, students will learn and understand the nature of drug use, and the psychological and physiological effects of various legal and illicit drugs. Additionally, this course covers the relative influence that drug use has on both the criminal justice system and larger society. This includes analysis of the various components of domestic and international drug production and trafficking, as well as the efforts made by our government to curtail these criminal initiatives.	
CRJ-211	Constitution of the United States	3	This course provides a basic understanding of the philosophical, historical, and political roots of the United States Constitution, its structure, provisions and interpretations and includes a study of notable Supreme Court controversies.	
CRJ-215	Criminology	3	An introduction to crime and criminality, the course examines types of crime, such as violent and property crime, white-collar, organized and victimless crimes, as well as theories of crime and the collection of statistical crime data.	
CRJ-216	Race, Class & Ethnicity	3	For much of our history, the administration of justice has always been about controlling the minority outside of the ruling class. In fact, race and ethnicity necessarily influence individual experiences in the criminal justice system, as well as within the broader society. The purpose of this class is to critically examine the characteristics of race and ethnicity and how they are used to bias decisions within our criminal justice system. Students will investigate the past and present behavior of the courts, correctional institutions, and law enforcement officials, and the possibility of prejudiced policies and practices utilized to rule against minority classes. Additionally, interracial crime is addressed, with a focus on how the criminal justice system has inadequately addressed the correlates that lead to the perpetuation of such destructive actions.	
CRJ-217	Probation & Parole	3	This course focuses on the application of the fundamental concepts of probation and parole, theory and nature of probation concepts and principles to the civil and criminal justice systems.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-220	Ethics in Criminal Justice	3	This course will explore a range of value-based concepts and perspectives designed to familiarize students with their importance both within the complex world of crime and justice and outside of it. This course will explore more generally the relevance of duties, obligation, and principles; to encourage sound reflection on those particular explorations; and, ideally, to be better equipped to resolve any (criminal justice) situation in which conflict might arise.	
CRJ-225	Juvenile Delinquency	3	Consideration of delinquent and status offenders, the role of the family, peers, schools and gender in the creation of delinquency and the controversy surrounding the punishment of juvenile offenders.	
CRJ-250	Police and Law Enforcement in America	3	A survey of law enforcement in American focusing on the role of the police, their functions and responsibilities. This course also includes an examination of the historical foundations of police organizations and police work, occupational roles, patterns of relationships between the police and the public, community policing.	
CRJ-251	Victimology	3	The analysis of victims of crime and the factors connected to the victimization is a specific and often overlooked area of study. In fact, victims have historically been ignored, with the emphasis placed on the offender and the goal of reducing recidivism. The modern evolution of victim rights has led to the conclusion that victimology can have an impact on the genesis of the criminal justice system and larger sociological networks. This course is an examination of the legal, procedural, sociological, psychological, and economic effects experienced by crime victims.	
CRJ-299	Selected Topics in Criminal Justice	3	This course provides students the opportunity to explore topics selected by the instructor. Course may be repeated if the topic changes.	
CRJ-301	Introduction to Private Security	3	This course is designed to acquaint the student with systems and organizations of security with primary emphasis on the private sector. The course includes an examination of historical and philosophical perspectives of security and a comparison of the private and public sectors. It covers the protection of personnel, facilities and other assets as well as the administrative, legal and technical problems of loss prevention and control.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-302	Violence & Criminal Justice	3	Violence in our society is not easy to define, simply because it takes place in a variety of forums. The purpose of this course is to investigate violence in several contexts, including crimes such as rape, robbery and assault, as well as crimes of the collective, including gang violence, school violence, and hate crimes. Students will examine recent trends and patterns in violent crime and explore the theoretical perspectives behind the occurrence of violent activities, and reflect on intervention and prevention efforts available for controlling violent events.	
CRJ-303	Sexual Deviance	3	This course is a study of the characteristics and development of sexual deviance. In multidisciplinary fashion, the criminological, psychological and physiological components of addiction will be examined, along with the more common predatory offenders, including pedophiles, rapists, and lust murderers. In addition, specialized offenders such as juvenile offenders and cyber stalkers are examined, with the hope of shedding light not only on how these perpetrators operate but how to spot them for self-protection.	
CRJ-304	Wrongful Convictions	3	This course will cover the causes of wrongful convictions, including eyewitness misidentifications, false confessions, racism, media bias, and faulty forensic science. Students will also examine the role system variables play in such convictions such as the composition and application of police line-ups, expert testimony, witness preparation, judicial discretion and jury bias. Both case studies and contemporary research will be used to illustrate these causes.	
CRJ-310	Introduction Criminal Justice Research	3	An introduction to research appropriate to the exploration of problems in the criminal justice field. Students will develop basic research skills and come to an understanding of research design and methodologies used in the works of criminal justice researchers and criminologists. Serves to prepare students for reading the professional literature and for undertaking original research projects.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-311	Organized Crime	3	This course is a study of the many facets of organized crime. The theoretical explanations behind the creation and operation of organized crime groups, and the perpetuation of this phenomenon, will be examined. Moreover, their activities and the ramifications of their business transactions will be discussed. Additionally, the operations of various organized crime groups will be reviewed, shedding light on the groups themselves and the numerous models that allow them to perpetuate their criminality. Finally, the political, legal, and enforcement initiatives created to stop this type of criminal activity will be assessed, both for application and effectiveness.	
CRJ-320	Forensics Crime Scene Investigation	3	This course will examine the role of the crime scene investigator at the crime scene. Common items of physical evidence are identified. In-depth discussions of both digital and film crime scene photography are presented, and recognized procedures for conducting the crime-scene search are emphasized. The philosophy underlying the appropriate undertaking of a crime scene reconstruction is detailed as exemplified by blood pattern interpretation.	
CRJ-326	Criminal Procedures	3	This course is designed to give students an understanding of the major aspects of the law of criminal procedure, the purposes behind that law and how that law impacts the search for, the gathering of, and the use of evidence in criminal cases. The Constitutional provisions, which are the source of much of the law of criminal procedure, and the courts' interpretations of those provisions, will be closely examined.	Take CRJ-102. (Required, Previous).
CRJ-327	Criminal Law	3	This course is designed to give students an understanding of the origins and purposes of criminal law, the constitutional limitations on criminal law, and the general principles of criminal liability and defenses to criminal liability.	Take CRJ-102. (Required, Previous).
CRJ-355	Terrorism & Hate Groups	3	This course examines the evolution and activities of domestic and international terrorist groups, as well as violent extremist movements that the United States has confronted over the past several decades. Topics include the American militia movement, Middle Eastern fanaticism, religious extremists, supremacist/hate groups, biochemical terrorism, and the legal and criminal justice responses to terrorism.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-370	Corrections	3	An overview of the history and evolution of correctional philosophies, practice and procedures. Includes management and organization of institutional and community-based corrections, diversionary programs and purposes of different types of offender treatment. The course will also consider correctional service to the state and society, costs, recidivism and controversial issues in contemporary corrections.	Take CRJ-102. (Required, Previous).
CRJ-4000	Capstone	3	The purpose of this course is to complete a research project in the field of criminal justice. Utilizing classroom and online dialogue, each student will complete a literature review, create a methodologically-sound research instrument, and conduct an investigation on a specific aspect of the criminal justice system. The end product for each student will be a final research paper that entails a discussion of the relevant literature in the field, the methodology chosen to complete the research, and the analysis of the data that they collected throughout the semester. Further, each student will present their research in such a fashion to explain the relevance of their research and the contribution they have made to the existing literature. The goal of this class is for each student to complete their own research project, from the beginning stages of finding a researchable topic to the presentation of a final research report. In consultation with the instructor, students will engage in a service project relevant to their research.	Take CRJ-310. (Required, Previous).
CRJ-402	Inside Out Prison Exchange Program	3	The Inside-Out Prison Exchange Program is an educational program that brings together campus-based college students with incarcerated students for a semester-long course held in a prison, jail or other correctional setting. The mission is to create opportunities for people inside and outside of prison to have transformative learning experiences that emphasize collaboration and dialogue and that invite them to take leadership in addressing crime, justice, and other issues of social concern. The course will utilize a variety of dynamic learning techniques including class discussions, reflective writing, analytical writing, and group activities. Permission from Instructor required.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-405	Criminal Investigations	3	The fundamentals of criminal investigation, theory and history will be surveyed. Students study and follow the process of criminal investigations from collection of crime scene evidence to the courtroom, including problems encountered in interviewing, interrogating and investigation and specific techniques appropriate to different types of crimes.	
CRJ-410	Courts in America	3	An introduction and overview of criminal courts in America, their historical development, functions and consideration of controversies in the courts system including media impact on juries and trials, plea bargaining, sentencing issues, prosecutorial discretion, jury selection and juvenile justice. Provides students with an understanding of the courts and court processes as located in the broader socio-political environment.	Take CRJ-102. (Required, Previous).
CRJ-425	White Collar Crime	3	This course will focus on crimes committed by corporations and the white-collar criminal, how such crimes are defined and the moral, ethical, legal and social contexts, which promote it. Discussion will also include societal perception and reaction to white- collar crime.	
CRJ-430	Internship Policy & Planning		This course is an introduction to the purpose of the practicum experience. Students will gain an understanding of the professional workplace, the application of theory to practice, and the value of an internship in the field of Criminal Justice. This course is a pre- or co-requisite with CRJ435 Criminal Justice Internship.	
CRJ-435	Criminal Justice Internship	3	Criminal justice majors who have attained class standing as a junior may choose to obtain directed experience in selected criminal justice or security facilities, programs or agencies under faculty supervision and upon the recommendation of the instructor. The internship is a field placement designed to enable the student to acquire the skills, experience and knowledge necessary for the further preparation and choice of a career, while also providing a serve to the larger community. May be repeated for credit up to a total of six semester hours maximum. Students must complete 40 documented hours of work for each credit earned.	
CRJ-437	Special Topics	3	Investigation of selected topics related to criminal justice identified by faculty as useful to the student's developing knowledge and competence in the field.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-455	Issues in Private & Corporate Security	3	This course will focus on contemporary issues in security including legal authority and general effects on society. Various segments of the course will explore the branches and functions of security in multiple industry and institutional settings including private industry, business, government and other institutions. A specific segment of the course will be devoted to the analysis of the growing function of security from a management perspective.	
CRJ-461	Crisis Mgt/Handling Arrested Persons	3	As part of the ACT 120 curriculum this course prepares police officers for the management of aggressive, dangerous or violent individuals, while focusing on the police officers' peacekeeping abilities. This course deals with intervention in dispute situations, and the management of disorderly, mentally ill, or psychologically distraught persons. In addition, students learn techniques for handling persons in custody.	
CRJ-462	Human Relations/Families in Crisis	3	As part of the ACT 120 curriculum this course addresses issues such as human behavior, interpersonal communication, cultural diversity, stereotypes, and ethnic intimidation. Mandated reporting requirements for bias crimes, the underlying offenses of ethnic intimidation, and information on hate groups that are known to operate in Pennsylvania are included. In addition, some of the major theoretical frameworks for studying families in crisis and in major life style transitions are examined. The course also provides training on an effective law enforcement response to domestic violence calls.	
CRJ-463	Motor Vehicle Collision Investigation	3	As part of the ACT 120 curriculum this course is designed to introduce the basic investigative practices related to traffic collisions as well as to explain the initial actions to be taken at an accident scene including traffic direction and control. This course addresses the basic elements of the first responding police officer's role and the safe practices related to being the first responder to a hazardous materials incident. The importance of written communication skills in the information-gathering process, preliminary investigation, field note taking, documentation of the crime scene or arrests, and articulation regarding the use of force and official police report writing are emphasized.	

Course Name	Long Title	Min Credits	Description	Requisites
CRJ-464	Motor Vehicle Law Enforcement	3	As part of the ACT 120 curriculum this course introduces the basic laws that constitute the Pennsylvania Vehicle Code and their relationship to the work of the police officer. Topics include the legal issues related to occupant safety, in general, and Pennsylvania statutes, in particular.	
CRJ-465	Patrol Procedures and Operations	3	As part of the ACT 120 curriculum the course introduces the student to the tasks and duties that police officers must accomplish on a day-to-day basis. The emphasis of this course is on techniques and procedures of patrolling and policing in the community. This course also addresses terrorism and homeland security issues.	
CRJ-490	Honors Thesis in Criminal Justice	3	A criminal justice major may choose to prepare an honors thesis in criminal justice under the supervision of a criminal justice faculty member upon the approval of the program coordinator. The thesis may examine any theoretical, empirical or policy issue of the student's choice within criminal justice and would represent an integration and culmination of studies completed during the student's studies. May be repeated for additional credit up to a total of six semester hours.	
DNP-001	Dnp Online Readiness		This course assists the student is preparing to begin Doctoral study in nursing in the online environment.	
ECN-102	Microeconomics	3	This course surveys four major topics: an introduction to economics; the economics of the firm and resource allocation; current microeconomic problems; and international economics and the world economy. This course may not be used to fulfill a humanities economicselective.	
ECN-103	Macroeconomics	3	An examination of national income accounting, inflation, unemployment, and interest rates and the use of monetary and fiscal policy are studied. This course may not be used to fulfill a humanities economics elective.	
ECN-320	Managerial Economics	3	This course is a study of the fundamental principles of economics and how they affect the consumer, business and industry, the government and the entire economy. Domestic aswell as global issues are emphasized. Topics include supply and demand, monopoly, fiscal policy, unemployment and international trade.	

Course Name	Long Title	Min Credits	Description	Requisites
EDU-100	Education in America	3	This is a foundation course in American education. A major thrust of the course involves the study of the multiple factors that impact learning and teaching in the United States. Throughout the course a wide array of areas will be addressed including: history of American education; philosophical, psychological, ethical, economic, and sociological underpinnings of American education; current issues; learners and the learning context; teacher professionalism; teaching in a multicultural society.	
EDU-104	Health and Motor Development PreK-4	3	Health and safety issues are examined with regard to nutrition reducing health risks and health influences. Emphasis will be on the development of motor skills and safety as students plan and present lessons supporting the national and PA Academic Health Education Standards. The class will also include the value of play, games and sports in child development. This course is approached from a Pre K - 4th grade classroom teacher's viewpoint as students demonstrate knowledge and understanding of the National Association for Sport and Physical Education for Pre-K to grade 4.	
EDU-216	Foundations of Teaching & Learn. PreK-4	3	This is a foundation course in the teaching and learning process of children in pre-kindergarten to 4th grade. Students will be required to demonstrate knowledge of learning as a process that integrates all areas of a child's development. Student will examine curriculum models and developmentally appropriate practices for individual and group needs, with special emphasis on developmental and learning theories. Course content is based on the competencies of the PA Early Learning and Academic Standards.	
EDU-222	Adolescent Psychology	3	Learning and personality theory of adolescent period; emphasis on problems arising out of physical development, sensory changes, mental growth, and emotional development.	

Course Name	Long Title	Min Credits	Description	Requisites
EDU-223	Teaching Science PreK-4	3	This course is designed to familiarize students with objectives, methods, and resources for pre K to Grade 4 science and to further enhance the scope of their science knowledge through lecture, class discussion, projects, and student demonstration. The course will introduce students to academic standards developed by NSTA, and PDE. Students will develop lesson plans, based on Danielson's four domains, and these will include best practices in instruction and various types of assessment techniques. The course will involve students in a hands-on, constructivist mode of teaching/learning.	Take EDU-100. (Required, Previous).
EDU-224	Teaching Social Studies PreK-4	3	This course is designed to familiarize students with objectives, methods, and resources for PreK to Grade 4 social studies and to further enhance the scope of their social studies knowledge through lecture, class discussion, projects, and student demonstration. The course will introduce students to academic standards developed by NCSS, the National Geographic Society, and PDE. Students will develop lesson plans, based on Danielson's four domains, and these will include best practices in instruction and various types of assessment techniques. The course will involve students in a hands-on, constructivist mode of teaching/learning.	Take EDU-100. (Required, Previous).
EDU-226	Read Seq I Foundation Early Lit Research	3	This is a foundational course on literacy instruction for PreK-4 students. The course will provide students the opportunity to: review the evolution of American Reading Instruction, explore various instructional processes for teaching reading and writing, investigate techniques for teaching reading and writing, discover the role of assessment in literacy instruction and become familiar with the Pennsylvania Literacy Standards.	Take EDU-100. (Required, Previous).
EDU-227	Math Methods for PreK-4	3	This course emphasizes the basic mathematical competencies identified by the Pennsylvania Core Standards for Mathematics and the National Council of teachers of Mathematics as critical to math instruction for pre-kindergarten to fourth grade students. Students will examine methods and strategies essential in the instruction of number operations, geometry, measurement, data analysis, and algebraic concepts. Students will experience collaborative learning, direct instruction, and participate in required field experience assignments.	

Course Name	Long Title	Min Credits	Description	Requisites
EDU-228	Art and Humanities	3	This course emphasizes the competencies identified by the Pennsylvania Early Learning Standards and the National Core Arts Standards for pre-kindergarten to fourth grade children in the content area of arts and humanities. Students will examine methods and strategies essential in the instruction of the production, performance and exhibition of music, dance, theater, and visual arts. Students will learn of cultural and historical contexts, and develop an understanding of aesthetic and critical response to a variety of art mediums.	
EDU-229	Reading in Sequence II	3	This course emphasizes reading and writing instructions for emerging readers and writers Birth- K. Instruction will focus on assisting students in: discovering developmentally appropriate practices for emerging readers and writers, examining oral language development and its impact on literacy development, exploring various instructional processes, investigating assessment practices and procedures for emerging readers and writers, and reviewing Pennsylvania Learning Standards for Early Childhood Literacy.	Take EDU-226. (Required, Previous).
EDU-300	Secondary Pre-Student Teaching	3	Observation and participation in classroom activities of local schools one day a week for 14 weeks prior to student teaching.	Take EDU-325. (Required, Previous).
EDU-301	Educational Psychology	3	Study of the nature of learning, teaching relationships, individual differences, and the classroom as a social unit.	
EDU-309	Tech Integration in Education PreK-8	3	In this course, students will become familiar with the PDE Standards of Science and Technology as well as the National Educational Technology Standards (NETS) for both teachers and students. Students will design lesson plans and learning activities that integrate technology from Pre K to Grade 8. Students will be introduced to the various tools of technology including assistive technologies for students with special needs. The use of technology for assessment, management and other administrative procedures will also be addressed.	
EDU-314	Reading Sequence III Early Literacy Inst	3	This course emphasizes reading and writing instruction for transitional readers and writers in grades 2-4. Instruction will focus on assisting students in: discovering appropriate practices for instructing transitional readers and writers, exploring various instructional processes, investigating assessment practices and procedures for transitional readers and writers, considering differentiated learning for transitional readers and writers and reviewing Pennsylvania Literacy Standards.	Take EDU-226. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
EDU-316	Reading-Literacy Inst Assess & Intervent	3	This course emphasizes reading and writing instruction for fluent readers in PreK-4. Instruction will focus on: exploring various instructional processes, examining techniques for integrating reading and writing instruction in the content areas, investigating assessment practices and procedures for fluent readers and writers, reviewing Pennsylvania Literacy Standards and analyzing various remedial programs.	Take EDU-226 SPE-205. (Required, Previous).
EDU-319	Selected Topics in Secondary Education	3	This course addresses issues that are encountered by teachers in middle and high schools today. These include meeting the diverse needs of all middle/high school students, multicultural education, social challenges and other topics relevant to this population of students' needs and concerns. Field work required.	Take EDU-100. (Required, Previous).
EDU-325	Secondary School Methods and Materials	3	Study of basic methods and materials of secondary education; the rationale behind the methods, as well as how to carry these methods out in the classroom. Students will explore Standards, Curriculums, Assessment and Lesson Planning.	Take EDU-100. (Required, Previous).
EDU-351	Meeting Needs of English Lang Learners	3	This course emphasizes various instructional processes, techniques and assessment for working with English language learners. Differentiation and review of Pennsylvania standards will be addressed.	
EDU-395	Field Experience I	6	During this stage of Field Experience, the Education Studies major will spend two (2) days per week or equivalent in a school setting to observe in the teaching and learning process. Major focus will be on observing and understanding the four domains of effective teaching. As the semester progresses, the student will begin to work with individual students and teach in a small group setting. A University Supervisor will evaluate the student in the classroom.	
EDU-4000	Capstone Seminar	3	This course provides for culminating activities of the curriculum in early, middle and special and education. Students demonstrate proficiency in activities aimed at securing a teaching position, as well as research-based best relative to the state competencies practices. To be taken the semester before student teaching. Individual active research projects required.	
EDU-401	Student Internship & Prof Seminar	6	The internship takes the place of student teaching for in-service teachers. Seminar and individual conferences are held by university supervisors.	

Course Name	Long Title	Min Credits	Description	Requisites
EDU-414	Classroom Management for PreK-4	3	This course is designed to prepare teacher candidates to understand and use provisions and procedures needed to create and maintain an environment in which effective teaching and learning can occur. Various discipline models will be introduced.	Take EDU-100. (Required, Previous).
EDU-415	Prek-4 Pre-Student Teaching	3	The student is required to participate in classroom activities of local schools one day each week during the semester. Two different placements are offered to the student in preparation for the student's anticipated certification categories. The experience is to promote the development of professionalism in the school and community setting while affording the opportunity to apply teaching methodology and educational concepts mastered in coursework. A weekly seminar provides an opportunity to analyze the experience. Application to the Education Committee of Gwynedd Mercy's School of Education is required early in the spring semester prior to the experience.	
EDU-437	Special Topics	3	Investigation of a selected topic or topics designed to integrate and enhance the student's comprehension and application of educational theory and practice.	
EDU-439	Independent Study	1	Investigation of selected topics. Registration with permission of the advisor, Dean and the Vice President for Academic Affairs.	
EDU-495	Field Experience II	6	During the second Field Experience, the Education Studies major will spend two (2) days per week in a school setting exploring and assisting the classroom teacher. Here the student will tutor, help with assignments, teach small group lessons and continue to refine their knowledge of effective teaching using the four domains of effective teaching. A University Supervisor will evaluate the student in the classroom. A weekly seminar accompanies this Field Experience.	

Course Name	Long Title	Min Credits	Description	Requisites
EDU-498	Student Teaching and Seminar	12	Student Teaching and Seminar is a requirement fulfilled after all other coursework requirements have been completed and the student has at least a cumulative GPA of 3.0. The student is required to make formal application February 1st of the spring semester prior to the academic year in which the student anticipates engaging in student teaching. The experience is designed to allow for the development of professionalism in the school and the community setting, while affording the opportunity to apply teaching methodology and education concepts mastered in coursework on a daily basis. This student teaching experience is for 16 weeks in an inclusion classroom under the supervision of a certified teacher and is accompanied by a bi weekly seminar class to provide an opportunity to analyze the experience. Prerequisite: All course work completed.	
ENG-002	Developmental Writing	3	A review of sentence, paragraph and essay structure, this course prepares the student for college writing.	
ENG-101	College English	3	This course focuses on the personal and expository components of rhetoric. Emphasis is given to writing processes and logic through constant practice in sentence combining and through organizing and styling paragraphs and themes. Peer review of student writing is included.	
ENG-102	Introduction to Literature	3	Students explore literary genres from selected world masterpieces with emphasis on style and philosophic import and write themes of critical analysis.	Take ENG-101. (Required, Previous).
ENG-103	Play Production	3	This course emphasizes the fundamentals of play production - script selection, casting, blocking, lighting, publicity and culminates in the production of a play.	
ENG-105	Grammar Review	3	This class reviews the basics of traditional grammar - classes of words and sentences, inflections and functions of English, syntactical relationships and usage - and examines alternative grammar systems.	Take ENG-101. (Required, Previous).
ENG-200	Public Speaking	3	This is a course in public speaking with emphasis on informative, argumentative and persuasive skills along with the sharpening of student's ability to listen and analyze.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
ENG-2001	Arts and Ideas	3	This is an introductory course designed to give the student an appreciation of the literary and fine arts. The course examines ideas rooted in justice, philosophy, spirituality, politics, science, education, art, and psychology through literature that spans the evolution of those ideas. The course requires both analytical and creative responses to these ideas so that students can express their understanding of the complex relationship among thought, writing, art and society.	Take ENG-101. (Required, Previous).
ENG-201	British Literature I	3	Students in this course read and discuss selected major figures in English literature from the Anglo-Saxon Period through the eighteenth century.	Take ENG-101. (Required, Previous).
ENG-202	British Literature II	3	Students read and discuss major figures in English literature from the Romantic Period to the present.	Take ENG-101. (Required, Previous).
ENG-203	Introduction to Poetry	3	Students read, discuss and write about traditional and modern poems. They learn the rudiments of poetry and refine critical thinking and writing skills by analyzing and interpreting poems. This course benefits future English teachers, creative writers and those who love literature.	Take ENG-101. (Required, Previous).
ENG-210	Introduction to the Theater	3	This course surveys important historical periods of theater from Greeks to present; examination of representative dramas from each period.	Take ENG-101. (Required, Previous).
ENG-212	Women Authors	3	This courses surveys the problems of women as writers and writers as women.	Take ENG-101. (Required, Previous).
ENG-215	Technical Writing	3	Designed as a process that is adaptable to all professions or crafts, the technical writing course reviews and reinforces the tools of writing.	Take ENG-101. (Required, Previous).
ENG-216	American Literature I	3	This course concentrates on major figures in America's literature from the Colonial Period through the Age of Transcendentalism.	Take ENG-101. (Required, Previous).
ENG-217	American Literature II	3	Beginning with writers of the nineteenth center, American Literature II surveys major figures from realism and naturalism through modernism and post-modern writing.	Take ENG-101. (Required, Previous).
ENG-218	Multicultural Literature	3	Treating the literature of ethnic groups such as European immigrants and people of color, this course may be a historical survey or a thematic exploration of issues and may focus on one or more groups.	Take ENG-101. (Required, Previous).
ENG-230	History of the English Language	3	This course surveys origins of the development of the English language from the Proto-Indo- Europeans of Central Europe through the development of the Danish, Saxon and Germanic tribes to the present-day status of the English language.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
ENG-240	History of Rhetoric	3	This course explores classical texts, as well as their influence on contemporary principles and philosophical perspectives and the production of written, oral, visual, and digital texts today. Students will discuss important developments in the history of rhetoric and use rhetorical theory to consider issues related to oral, written, and visual discourse.	Take ENG-101. (Required, Previous).
ENG-272	Literature of War	3	This series of courses treats popular themes as they appear in literature and the media.	Take ENG-101. (Required, Previous).
ENG-286	Literature of Medicine	3	This series of courses treats popular themes as they appear in literature and the media.	Take ENG-101. (Required, Previous).
ENG-288	Film as Art	3	This series of courses treats popular themes as they appear in literature and the media.	Take ENG-101. (Required, Previous).
ENG-290	The Short Story	3	This course analyzes the short story genre and its development in world literature.	Take ENG-101. (Required, Previous).
ENG-299	Selected Topics in English	3	In this course students have the opportunity to explore genres, concepts or authors selected by the instructor. Course may be repeated for credit if the topic changes.	Take ENG-101. (Required, Previous).
ENG-301	World Masterpieces I	3	Beginning at the ancient epics of eastern and western cultures and ending with the Renaissance, this course focuses on major writers of world literature.	Take ENG-101. (Required, Previous).
ENG-302	World Masterpieces II	3	Masterpieces of the modern ages, Romantic through contemporary, are examined.	Take ENG-101. (Required, Previous).
ENG-305	Persuasive Business Presentations	3	Verbal skills essential to effective business presentations, including negotiation, debating, extemporaneous speaking, and interviewing provides the focus of this course. Oral reporting, management briefing, conference and committee leadership, and active listening are addressed as tools to minimize or eliminate barriers to understanding.	
ENG-306	Literary Monster	3	In Literary Monsters, we will explore the monster in literature as both a symbol and a functioning character in a story. We will read Beowulf (9th century), Marie de France's werewolf story, "Bisclavret" (12th century), Mary Shelley's Frankenstein (1818), Robert Louis Stevenson's The Strange Case of Dr Jekyll and Mr. Hyde (1886), and excerpts from Bram Stoker's Dracula (1897), as well as more recent works, such as J.K. Rowling's Harry Potter series. Literary Monsters includes as well a study of relevant films inspired by the novels.	Take ENG-101. (Required, Previous).
ENG-310	Literary Criticism	3	This course examines the aesthetics of literature from Plato to contemporary theory.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
ENG-315	Essay Writing	3	An advanced study of expository writing processes, this course stresses techniques of research, logic, and organization of writing.	Take ENG-101. (Required, Previous).
ENG-320	Cinema and Cinematography	3	This course focuses on the history of films and analysis of film scripts with emphasis on class discussion of major directors including Carol Reed, Alfred Hitchcock, Stanley Kubrick, and Orson Welles.	Take ENG-101. (Required, Previous).
ENG-330	Myth and Fantasy	3	This course studies ancient and modern mythology through its embodiment in literature and in themes common to all cultures.	Take ENG-101. (Required, Previous).
ENG-400	Tutorial in Acting	3	Students participate in the university production as actors or actresses and research the various styles and theories of acting: Classical, Elizabethan, Restoration, Stanislavskian, Brechtian. Research paper required.	Take ENG-103. (Required, Previous).
ENG-4000	English Seminar - Capstone	3	This course is an advanced study of expository writing, an integration of literary study, critical theory, and techniques of literary research. This course combines discussion and independent work, having as its goal the completion of a paper (20-25 pages) representative of the undergraduate major's research interests. The course objective is for each student to achieve a culmination of proficiency in the techniques of research, logic, and organization in scholarly writing. Students are encouraged to apply skills learned and practiced in all previous literature and writing courses. To that end, literary research is fundamental to the successful completion of this course. Prerequisite: All completed semesters of English major coursework except one to graduate. All work must be original and written by the student registered for the course.	Take ENG-101. (Required, Previous).
ENG-401	Chaucer and His Contemporaries	3	Reading and discussion of Chaucer's major works is supplemented with those of his contemporaries including Langland, the Pearl poet and others.	Take ENG-101. (Required, Previous).
ENG-405	Tutorial in Directing	3	Introduced to the techniques of directing for the proscenium and arena stages, students learn to cast, block and direct a play.	Take ENG-103. (Required, Previous).
ENG-413	Poets of Britain and America	3	Poets of Britain and America are examined with emphasis on the moderns and post-moderns.	Take ENG-101. (Required, Previous).
ENG-416	Shakespearean Tragedy	3	This course studies the major tragedies as performance art, including Hamlet, Macbeth, Richard III, King Lear, Romeo and Juliet, and Othello.	Take ENG-101. (Required, Previous).
ENG-417	Shakespearean Comedy	3	This course focuses on the major comedies as performance art, including As You Like It, Twelfth Night, A Midsummer Night's Dream, The Taming of the Shrew, and Much Ado About Nothing.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
ENG-422	Romantic/Victorian Literature	3	Students engage in in-depth study of the literature of the Romantic and Victorian Age	Take ENG-101. (Required, Previous).
ENG-423	Modern Fiction	3	Novels and short stories of twentieth-century authors are discussed in terms of thought and technique in modern fiction.	Take ENG-101. (Required, Previous).
ENG-425	17th & 18th Century British Literature	3	This course examines selected prose and poetry from the late English Renaissance, the Restoration, and the eighteenth century. Readings include works by the Metaphysical and Cavalier poets, Jonson, Bacon, Dryden, Swift, Pope, and others	Take ENG-101. (Required, Previous).
ENG-430	Internship	3	An option for out-of-the-classroom work, this internship gives students practical experience in professional communications field.	
ENG-437	Special Topics	3	This course offers the opportunity for in-depth study of a major author, period or concept selected by the instructor. Course may be repeated for credit, if topic changes.	Take ENG-101. (Required, Previous).
ENG-439	Independent Study	3	Qualified advanced students may arrange independent study in areas not covered by existing courses: study of special aspects of major works and authors. The student must have the permission of the Chair of Language, Literature and Fine Arts and the Vice President for Academic Affairs.	Take ENG-101. (Required, Previous).
ENG-447	Seminar in Novel	3	This course examines the novel, drawing examples from the 19th and 20th centuries.	Take ENG-101. (Required, Previous).
ENG-448	Writing Seminar	3	The process of writing creative research papers, essays and other non-fiction materials is reviewed. The course combines the tools of research with the appropriate organizational method and emphasizes peer-evaluation, revision, and market research toward publication.	Take ENG-101. (Required, Previous).
ENG-451	Creative Writing	3	Students practice their creative writing skills with reference to reading and study of contemporary literature.	Take ENG-101. (Required, Previous).
ENG-460	Theater of Greece and Rome	3	A study of the production techniques of the classical period combines with reading of representative plays by Sophocles, Euripides, Aeschylus, Aristophanes, Plautus, Terence, and Seneca.	Take ENG-101. (Required, Previous).
ENG-461	Modern Drama	3	Students read and analyze the works of selected modern playwrights, including Ibsen, Strindberg, Pirandello, Brecht, Shaw and Ionesco.	Take ENG-101. (Required, Previous).
FRE-101	Basic French I	3	This course serves an introduction to the French language as well as an exploration of cultural themes in the French-speaking world. Emphasis will be place on effective oral and written communications. No prerequisite.	

Course Name	Long Title	Min Credits	Description	Requisites
FRE-102	Basic French II	3	Conversation and composition skills continue to be emphasized along with developing proficiency in understanding spoken French. Cultural enrichment will include such topics as current events, history and the arts.	Take FRE-101. (Required, Previous).
FRE-201	French Conversation I	3	Intensive French conversation on topics relating to the French aspects of present-day society is supplemented by use of films and slides.	Take FRE-101 FRE-102. (Required, Previous).
FRE-299	Selected Topics in French	3	This course provides students who have completed FRE 101 and 102 or the equivalent the opportunity to explore French language, culture, literature, history and other topics as selected by the instructor. Course may be repeated if the topic changes.	Take FRE-101 FRE-102. (Required, Previous).
FRE-439	Independent Study	3	Qualified advanced students may arrange independent study in areas not covered by existing courses; analysis of literary techniques, translation, study of special aspects of major works and authors in the field of French literature and culture.	Take FRE-101 FRE-102. (Required, Previous).
FYE-1000	First Year Experience I	2	This is the first course in the core curriculum and will transition students into the Gwynedd Mercy University community. It has three main goals: fostering the development of academic skills, educating students in the Mercy tradition and the mission of the University, and supporting the positive growth of interpersonal and social skills, all of which are necessary for success in the collegiate environment. In addition, this course introduces students to the concept of service to society reflective of the Mercy charism. Finally, FYE 1000 seeks to develop student engagement with academic and co-curricular programming throughout the University; therefore, students will be required to attend approved events on campus. Students are required to attend the first class meeting which is held during New Student Orientation.	
FYE-1001	First Year Experience Service	1	As part of the FYE program, this course nurtures student development for service to society within the Mercy tradition through participation in a service activity and a guided written reflection. In addition, the course emphasizes leadership, research, collaboration, and oral communication skills, as well as fosters social and personal responsibility.	
GEO-100	Political Geography	3	The political significance of contemporary world patterns of nations and states is considered through the interaction of their physical, economic and cultural aspects.	

Course Name	Long Title	Min Credits	Description	Requisites
GEO-101	Cultural Geography	3	The interrelationships of geography, cartography and culture are explored through a study of population, migration, language, religion, social customs and political and economic development. We will examine what role these interrelationships have played in modern geography.	
HA-301	Health Care Delivery Systems	3	Introductory course in medical care organization. The health care system will be examined in terms of primary and secondary providers, financing mechanisms and the health services consumer. Current legislation and future trends in the medical field will be analyzed.	
HA-302	Health Care Administration	3	This course will examine major issues of health care as it pertains to the management of health service organizations and health systems. Particular emphasis is placed on team building and increased awareness of professionalism in health care.	
HA-311	Sociology of Medicine	3		
HA-312	Health Planning	3	Intensive, in-depth examination of "real world" medical care organization topics and problems. Emphasis on the development of health planning and policy strategies and their implementation.	
HA-401	Health Care Financial Management	3	Intensive examination of development and management of resources for health care through the budget and staffing process.	
HA-402	Legal Issues in Health Administration	3	Examination of the interaction of the legal system with modern medical practice. Particular emphasis on regulatory factors and medical malpractice as they influence the organization and delivery of health care are the focus of this course.	
HA-422	Internship in Health Administration	6	A 240-hour directed work experience in a health care institution/program affording the student a beginning "hands on" administrative experience.	Take HA-301 HA-302 HA-312 HA-401 HA-402. (Required, Previous).
HA-492	Seminar: Health Policy Analysis	3	Discussions designed to integrate class work and the internship experience to facilitate the transition from student to health administration professional. Does not replace BUS 492.	Take HA-301 HA-302 HA-312 HA-401 HA-402. (Required, Previous).
HIS-101	Western Civilization to 1648	3	This course offers a survey of the developments of western societies and ideologies from the origins of civilization in the ancient Near East to the mid-seventeenth century.	
HIS-102	Western Civilization From 1648	3	This course provides a survey of modern Europe from the mid-seventeenth century to the present. Topics include the development of political systems and ideologies, intellectual, scientific, political, social, and industrial revolutions, nationalism, imperialism, communism and globalism.	

Course Name	Long Title	Min Credits	Description	Requisites
HIS-107	World History I	3	This course provides a survey of the developments of societies from the origins of the earliest civilizations in Africa, Asia, the Mediterranean and the Americas to 1500.	
HIS-109	World History II	3	This course provides a survey of the development and interactions of the cultures of Europe, the Americas, Africa, Asia and Oceania from 1500 to the present in order to give students a greater understanding of the relationships among diverse regions and cultures in today's world.	
HIS-131	American Civilization to 1877	3	This course provides a basic survey of political, social economics, intellectual and cultural developments from the early colonial era through Reconstruction.	
HIS-132	American Civilization From 1877	3	This course provides a basic survey of political, social economic, intellectual and cultural developments from Reconstruction through modern times.	
HIS-140	The Non-Western World	3	This course provides an introduction to the civilization of Africa, Asia, Latin America and the Middle East, including their politics, cultures, and social structures.	
HIS-2000	Conflict & Consensus in History	3	This course seeks to expand students' understanding of the historical, political, psychological and social dimensions of global communities, while learning to relate to and interact with those of different viewpoints and experiences. It introduces students to historical thinking and themes in order to develop critical thinking skills associated with historical inquiry and to acquire a broad understanding of factors related to American or World History.	Take ENG-101. (Required, Previous).
HIS-203	Revolutionary & Federalist America	3	This course offers a detailed examination of the time period from about 1763 to 1800, which includes the gradual disintegration of the relationship between Great Britain and its American colonies, the ideological development of the American Revolution, the outbreak and progress of the War for Independence, and the controversies and turmoil entailed in the making of a new nation.	
HIS-210	Twentieth Century Europe	3	This course surveys European political, social, economic and cultural developments that have shaped contemporary Europe.	
HIS-214	History of Pennsylvania	3	This course explores the social, cultural, economic, cultural and political influences on and by the inhabitants of the Commonwealth of Pennsylvania from colonial times to the 20th century.	
HIS-217	Early Modern Europe 1300-1750	3	This course examines political, social, intellectual and cultural developments from the Renaissance to the Enlightenment.	

Course Name	Long Title	Min Credits	Description	Requisites
HIS-218	French Revolution and Napoleon	3	This course examines the causes, events, and consequences of revolution, as well as social change and war from the end of the Old Regime to the Bourbon Restoration of 1815.	
HIS-219	Nineteenth Century Europe	3	This course examines European political, economic, and social events from the fall of Napoleon to the outbreak of World War I.	
HIS-220	United States in the 1960S	3	This course offers a detailed examination of the tumultuous and influential period from the close election of 1960 to the unprecedented resignation of an American president in 1974.	
HIS-230	History of Philadelphia	3	The course offers a detailed examination of the political, economic, social and cultural developments of William Penn's "Greene Country Towne" over a period of 300 years.	
HIS-233	Colonial America	3	This course carefully examines the process of the colonization and maturation of American from earliest times to end of the French and Indian War	
HIS-234	Invention and Technology in America	3	This course studies the effects of technological, mechanical and scientific change upon the fabric of American life from the Civil War to the present.	
HIS-236	Civil War and Reconstruction	3	This course offers a thorough examination of the tragic but fascinating story of the Union torn apart and put back together again.	
HIS-237	Jefferson and Jackson	3	The course explores the personalities, events, ideologies and controversies in the period from the election of Thomas Jefferson to the end of the Mexican-American War.	
HIS-239	United States Since World War II	3	This course offers a detailed examination of the political, social and economic forces that have shaped American life since 1945.	
HIS-240	Pluralism in American History	3	This course provides a socio-historical study of Native Americans, African-Americans and immigrants from colonial times to the 20th century. (HIS 131 or HIS 132 is recommended as a prerequisite.	
HIS-246	Women in American History	3	This course offers a survey of the role of women in American from colonial times to the present. Covered topics include moral reform, everyday life, political and social activism and the labor and peace movements.	
HIS-250	Contemporary World	3	This course offers a survey of fundamental developments in world history from 1945 to the present. Topics include the Cold War years, economic affluence in the West and Japan, and the struggle of non-Western nations for political independence and economic prosperity.	

Course Name	Long Title	Min Credits	Description	Requisites
HIS-270	History of Nazism	3	This course examines the period of Nazi control in Europe and its impact on world history during the period 1933-45. Topics include: the post-war circumstances that gave rise to Nazism; the nature of National Socialism as an ideology and political movement; the personality and role of Adolf Hitler as leader of Nazism and Nazi Germany; German society under Nazism; the Second World War; and the Holocaust.	
HIS-272	Literature of War	3	This course explores how political ideas have been expressed through a variety of literary forms from the Renaissance to the present day. Students analyze the historical context that underlay prominent works of political writing and the choices made by authors in composing them.	
HIS-299	Selected Topics in History	3	This course offers a detailed study of a specialized subject area that will vary based on student/faculty interest. The topic, course structure and instructor will be announced prior to pre- registration. There are no prerequisites.	
HIS-317	Latin America	3	This course examines selected nations of Latin America from independence to the present, paying special attention to recent political and economic developments.	
HIS-322	Irish History	3	This course explores Irish history and culture from prehistory to the present. Topics addressed include: pre-historic and Celtic Ireland; the impact of Christianity on Irish society; the Viking and Angelo-Norman influence; English conquest and dominance; political movements and resistance during the 18th and 19th centuries; the famine and diaspora; independence and partition; and the sources of conflict and prospects for conciliation in Northern Ireland.	
HIS-326	Ussr and Modern Russia	3	This course examines the institution and development of the Communist society among the peoples of the former Russian Empire in the years since 1917 and the transition to the Commonwealth of Independent States.	
HIS-335	History of Nazism	3	This course examines the period of Nazi control in Europe and its impact on world history during the period 1933-45. Topics include: the post-war circumstances that gave rise to Nazism; the nature of National Socialism as an ideology and political movement; the personality and role of Adolf Hitler as leader of Nazism and Nazi Germany; German society under Nazism; the Second World War; and the Holocaust.	

Course Name	Long Title	Min Credits	Description	Requisites
HIS-4000	History Seminar - Capstone	3	This course features research under direction of a faculty mentor on a theme or themes chosen by faculty and/or students. Work is reported both orally and in writing.	Take HIS-449. (Required, Previous). Take 90 credits. (Required, Previous).
HIS-430	Internship	3	This work experience is designed to give the student practical experience in a professional historical/archival field.	
HIS-437	Special Topics	3	This course allows for the investigation of a topic in history that is not adequately covered in any of the courses listed above. It may be repeated if the topic is different.	
HIS-439	Independent Study	3	Qualified advanced students may arrange independent study in areas not covered by existing courses. Registration is with consent of the involved faculty and the permission of the chairperson of the division and the Vice President for Academic Affairs.	
HIS-449	Historiography	3	This course introduces students to fundamental questions about the nature of history and to the varieties of history that different answers to these questions have inspired. Students will investigate the kinds of questions historians ask about the past, the relationship between theory and evidence in historical writing and the varieties of evidence historians use to reconstruct the past.	Take 90 credits. (Required, Previous).
HIT-109	Medical Terminology & Acute Care Record	3		
HON-100	Mysticism and Transcendence	3	This course investigates the human being as having a capacity for transcendence and an ultimate desire to be with God. Students read the relevant works of the Western philosophical and theological traditions, surveying a broad range of possibilities and perspectives on mysticism, transcendence, the soul, philosophy of religion, and related themes.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
HON-150	Philosophy of the Sublime: the Awesome	3	This course is a historical introduction to the concept of the sublime, or the 'awesome'. The sublime, a feeling of great exhilaration, excitement, or awe, is a positive aesthetic experience in response to a vast or powerful object, or one that appears vast or powerful. Traditional examples of sublime objects, or things that evoke the feeling, are waterfalls, icebergs, raging storms, deep ravines, mountains (Rockies, Alps, Himalayas), and perhaps some works of art (land art, film, poetry, fiction). As "disinterested," the experience of the sublime is not to be identified with fear; as an intense feeling or "affect" (emotion), the sublime is to be distinguished from wonder and curiosity. Can the sublime be evoked by art and nature alike, or only one of these? How is it distinguished from beauty? How is it connected to, and different from, the 'moral feeling'? What causes it from a psychological or scientific point of view? We will examine the theory of the sublime from its roots in Longinus's rhetorical theory, through the British and German traditions, concluding with the perspective of contemporary thinkers (Lyotard, Danto) and neuroscience. Students will read and respond to canonical 'sublime' texts (fiction, poetry), react to works of art (photos, film, etc.) associated with the sublime, and engage with texts from history of philosophy and rhetoric. The course will thus offer an opportunity to study basic ideas of logic (argumentation), rhetoric, and the relation between them. It may be taken for English or Philosophy credit. It may be used to fulfill a General Education requirement or an Honors Program requirement under "Rhetoric" or "Dialectic."	Take ENG-101. (Required, Previous).
HON-151	Dangerous Books	3	This course exposes students to a "dangerous" canon of works that have been regarded at various points in history as being prohibited, radically transformative, and/or subversive. Students will analyze these texts according to their philosophical content and historical context and assess their enduring impact on society. It may be taken for History or Philosophy credit. It may be used to fulfill a General Education requirement or an Honors Program requirement under "Rhetoric" or Dialectic."	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
HON-152	History, Memory, & Forgetting	3	This course seeks to facilitate students' critical thinking about history as constructions of the past. In the United States and throughout the world, debates and sometimes violent campaigns have focused on official narratives and commemorative depictions about the past that function to sustain existing norms of status and power. Who contributes to making these choices? Whose voice, and thus perspective, remains muted? How does this affect what stories about the past get told and how they get told? Why do these questions and the manner they get resolved matter? This course addresses a rich body of literature about collective memory, an emerging literature on cultural forgetting, and case studies relating to various current topics.	Take ENG-101. (Required, Previous).
HON-200	Latin Foundations	3	It may be used to fulfill a General Education requirement or an Honors Program requirement under "Grammar."	Take ENG-101. (Required, Previous).
HON-201	Medieval Life and Thought	3	The Middle Ages describe the approximately thousand-year span in western culture between what is called Antiquity and Modernity. The fall of the old Roman Empire to Germanic invaders marks its beginning. The crisis in western culture due to the Renaissance and the religious turmoil of the sixteenth century marks its end. The intervening centuries gave rise to a rich culture that this course seeks to describe and have you experience in various ways. The experience will be mostly through the writings of some extraordinary medieval men and women. They are voices speaking to us from the past, inviting us into their world and sensitizing us to view, perhaps from new angles, features of our own world that seem to echo theirs. Besides literature, our course will utilize film and music to draw you into the spirit of the Middle Ages.(Please note that this course may be taken for English, Religious Studies, or Philosophy credit. It may be used to fulfill a General Education requirement or an Honors Program requirement under "Grammar.") It may be taken for English, Religious Studies, or Philosophy credit. It may be used to fulfill a General Education requirement or an Honors Program requirement under "Grammar" or "Rhetoric" or "Dialectic."	Take ENG-101. (Required, Previous).
HON-202	Politics & Literature in the Modern Era	3	It may be taken for English or History credit. It may be used to fulfill a General Education requirement or an Honors Program requirement under "Rhetoric" or "Grammar."	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
HON-250	Infinity, Paradox, and Reason	3	An introduction to the concept of the infinite, paradoxes that surround it, and the attempt to make sense of it through logic and reason. The course will include historical, philosophical, and scientific perspectives on the concept of infinity, with a primary focus on how mathematics deals with it in theory, and how it is used in models of the real world. Questions that will be considered include: Is infinity a number? How can some infinities be bigger than others? Does the infinite appear in our physical universe? How can we add together infinitely many things and yet get a finite result? No mathematics beyond the high school level will be assumed. Pre-requisite: ENG101. May be taken for Math credit. Satisfies either a Math or philosophy elective in General Education, and "Mathematics" within the Honors Program.	Take ENG-101. (Required, Previous).
HON-300	From Observation to Impact	3	It may be used to fulfill a General Education requirement or an Honors Program requirement under "Astronomy" (sometimes called "Science").	Take ENG-101. (Required, Previous).
HON-350	Seminar in Tragedy	3	This Honors seminar will investigate the human condition by observing humanity at its most critical time: when the judgments characters must make radically alter their lives and the lives of those whom they love, or those for whom they are responsible. In many instances these judgments result in death. Additional historical, philosophical, scientific or sociological background material will be presented to contextualize and clarify various aspects of the plays. It may be taken for English credit. It may be used to fulfill a General Education requirement or an Honors Program requirement under "Music" (sometimes called "Arts").	Take ENG-101. (Required, Previous).
HON-351	World Music	3	It may be used to fulfill a General Education requirement or an Honors Program requirement under "Music" (sometimes called "Arts").	Take ENG-101. (Required, Previous).
HON-4000	Honors Colloquium	2	This discussion seminar functions as the capstone in the Honors Program	Take ENG-101. (Required, Previous).
HS-100	Introduction to Allied Health	2	The core component of this course will include an overview of the health care systems, the health professional, ethical and legal considerations and basic safety and infection control techniques. 2 hours lecture/lab per week.	

Course Name	Long Title	Min Credits	Description	Requisites
HS-109	Medical Terminology	3	In this course students learn the language of medicine with emphasis on the application of medical terminology in the medical record. The types of terms that will be taught include; the components of medical words, terms specific to all body systems, common disease processes, and common drug names and their prescribed uses. The content of the acute care record and the documentation needs of the related health care practitioners will be an integral topic of this class.	
HS-208	Basic Pathophysiology & Pharmacology	3	Students will learn the disease processes associated with common disorders in the population of the United States. Treatments and pharmacology related to these diseases will also be discussed. Library research is also required in this course.	Take BIO-108. (Required, Previous).
HS-305	Teaching in the Health Profession	3	Health related teaching skills; development of learning objectives; use of media and teaching strategies such as lecture, group process and tutorial methods. Additionally, emphasis will be placed on development of lesson plans for use in a formal classroom, clinical setting, and/or patient education in-service and community education environment.	
HS-370	Promoting Health/Preventing Disease	3	This course will provide the health profession student with the opportunity to gain an appreciation and awareness of health promotion and disease prevention. It will provide a forum for the discussion of issues, concerns and intervention strategies in fostering optimal health.	
HS-403	Current Topics in Health Care	3	This course introduces students to the historical development, structure, operation, current and future directions of the major components of the American health care delivery system. It examines the ways in which health care services are organized and delivered, the influences that impact private and public health care delivery and health policy decisions, and factors that determine the allocation of resources in the public and private systems. The course provides detailed overviews of factors that influence the establishment of priorities, and the relationship of health care costs to measurable benefits. A major course aim is to enable students to assess the role of organized efforts to influence health policy formulation, and the contributions of medical technology, research findings and societal values on the evolving health care delivery system.	Take CIS-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
HS-414	Complementary & Alternative Healing	3	This course will provide a comprehensive and clinical relevant coverage of complementary and alternative medicine. It will cover history, philosophy and mechanisms of alternative therapies and includes a thorough review of the clinically controlled trials, indications and contraindications of each therapy.	
HS-437	Special Topics	3	This course provides opportunity for investigation of a selected topic or topics designed to integrate and deepen the student's comprehension and application of health science theory and practice.	
HS-439	Independent Study	3	Qualified advanced students may arrange independent study in areas not covered by existing courses. Registration is with the consent of the involved faculty and permission of the dean of the school and the vice president for academic affairs.	
HSV-299	Special Topics in Human Services	4	The Special Topics in Human Services independent study provides the opportunity for students to select a research topic for in-depth review to further their understanding of the issue and its implications for the field of Human Services. Topics must be approved by the Instructor. Students will work independently to complete research/literature reviews, conduct informational interviews with Human Services professionals, and create projects to fulfill the learning objectives of the independent study. The Instructor will meet with students to review progress periodically through the semester as indicated in the class meeting schedule.	
HSV-4000	Human Services Capstone	3	With the permission of the Human Services Program Coordinator, senior level students will be provided the opportunity to demonstrate skills learned throughout the Human Services degree program. Through writing assignments, role play, lecture, site visits, portfolio development, and a service project that contributes to the field, students will demonstrate their mastery of the program goals for the Human Services degree.	Take 90 credits. (Required, Previous).
HSV-430	Human Services Practicum Preparation		In this course, students will be introduced to the purpose and value of the practicum experience, the practice of reflective thinking and journaling. This course is a pre- or co-requisite with HSV 435 and HSV 436.	Take HSV-435 or HSV-436. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
HSV-435	Human Services Practicum I	4	With the permission of the Human Services Program Coordinator, senior level students will be provided direct experience in selected supervised settings including social, educational, personnel and organizational facilities, agencies and programs. The practicum aims to provide a service to the community and enable the student to acquire the skills, experience, and knowledge necessary for the choice of a career. Students must complete 40 documented hours of field work for each credit earned.	Take HSV-430. (Required, Concurrent).
HSV-436	Human Services Practicum II	4	With the permission of the Human Services Program Coordinator, senior level students will be provided direct experience in selected supervised settings including social, educational, personnel and organizational facilities, agencies and programs. The practicum aims to provide a service to the community and enable the student to acquire the skills, experience and knowledge necessary for the choice of a career. Students must complete 40 documented hours of field work for each credit earned.	Take HSV-435. (Required, Previous). Take HSV-430. (Required, Concurrent).
INT-100	Internship for Integrated Studies	3	This is a 120 hour work experience designed for Integrated Studies students to complete practical experiences related to their vocational interests.	
ITA-101	Basic Italian I	3	This beginning course introduces the Italian language. The four basic skills of listening, speaking, reading and writing are taught.	
ITA-102	Basic Italian II	3	This course builds upon the basic foundations established in ITA 101. It emphasizes an in- depth study of the grammatical structures and how they function.	
ITA-299	Selected Topics in Italian	3	This course provides students who have completed ITA 101 and 102 or the equivalent the opportunity to explore Italian language, culture, literature, history and other topics as selected by the instructor. Course may be repeated for credit if the topic changes.	
LAT-102	College Lat I	3	This course will be a one-semester, college-level introduction to Ancient Latin. The focus will include fundamental vocabulary, grammar, pronunciation and translation. While the content of instruction will consist mostly of Classical Latin (the Golden and Silvery Ages), the pronunciation will be ecclesiastical. The rationale for this is founded upon the idea that Latin was a living, spoken language, evolving for nearly 2500 years, and the latest significant stage of that development (regarding pronunciation) was arguably the Latin of the Roman Catholic Church, which is still the official language of the Vatican.	

Course Name	Long Title	Min Credits	Description	Requisites
LAT-103	Interm Latin I	3	This course will be a one-semester continuation of the Latin I college-level introduction to Ancient Latin. The progression from Latin I will involve a more sophisticated treatment of vocabulary, grammar, pronunciation and translation. While the content of instruction will consist mostly of Classical Latin (the Golden and Silvery Ages), the pronunciation will be ecclesiastical. The rationale for this is founded upon the idea that Latin was a living, spoken language, evolving for nearly 2500 years, and the latest significant stage of that development (regarding pronunciation) was arguably the Latin of the Roman Catholic Church, which is still the official language of the Vatican.	
MEA-033	Medical Assisting	30		
MLS-410	Med Immunohematology	2	Study of the theory of immunohematology. Emphasis is on antigen systems of red cells and antibodies produced against these as related to blood transfusions. Included will be methodologies used, the importance and hazards of transfusion of human blood and blood components, quality assurance, and the regulations governing blood banks.	
MLS-415	Clinical Immunohematology	2	Performance of methodologies and problem-solving techniques in immunohematology, to include cross-matching, antibody identification, preparation and transfusion of blood and blood components, and transfusion reactions.	
MLS-420	Basic Hematology & Coagulation	2	Theoretical aspects of routine hematology and coagulation procedures are covered in detail. Normal cellular elements of the blood and bone marrow and coagulation factors are covered and correlated to appropriate hematology techniques.	
MLS-425	Advanced Hematology & Coagulation	2	Theoretical aspects of specialized hematology and coagulation techniques are reviewed in appropriate detail. Hematologic and coagulation disease states are thoroughly studied and correlated to the relevant basic and advanced techniques.	
MLS-430	Clinical Hematology & Coagulation	2	Performance of various hematological and coagulation techniques are emphasized. Theory and comparison of techniques are discussed where pertinent. Appropriate pathologic states are thoroughly reviewed and compare	
MLS-435	Immunology	2	Study of the body's immune process, host reactions and diseases of the immune system. The course will include laboratory immunology procedures.	

Course Name	Long Title	Min Credits	Description	Requisites
MLS-440	Urinalysis & Other Body Fluids	2	Study of urine and other body fluids with emphasis on composition, theory of laboratory tests and related pathology; includes clinical experience.	
MLS-445	Medical Chemistry	4	Chemistry of the human body; included will be enzymology, endocrinology, biochemistry of lipids, carbohydrates and proteins; metabolism of nitrogenous end products, physiology and metabolism of fluids and electrolytes; colorimetry and spectrophotometry; electrophoresis; chromatography; theory and principle of instrumentation; radioimmunoassay; toxicology and quality control	
MLS-450	Clinical Chemistry	4	Performance of various clinical chemistry procedures. Emphasis will be on techniques, principles of procedures and relationship of results to normal and disease states. Also a detailed study of instrumentation as used in clinical procedures.	
MLS-455	Medical Microbiology	5	Detailed study of pathogenic microorganisms encountered in infectious diseases. Symptomatology, identification, treatment and epidemiology of microorganisms are studied. A study of other pathogenic organisms, such as yeast, fungi, viruses, and higher forms of parasites will also be included.	
MLS-460	Clinical Microbiology	4	Identification and sensitivity testing of pathological microorganisms from normal and infectious materials by appropriate laboratory techniques. Also included is parasitology, mycology, mycobacteriology, serology, and some virology	
MLS-475	Clinical Seminar/Capstone	4	A culminating course for students in the clinical laboratory sciences designed to review the educational process from the sciences up to the professional laboratory studies, including continuing education and lifelong learning. Students will review issues in laboratory management, educational methodologies, and community service as it relates to health care, research, clinical correlation case studies and laboratory information systems (LIS). Students will review materials for the national registry examination.	
MTH-002	Developmental Mathematics	3	A course designed to elevate students from Math Level 1 to Math Level 3, in order to prepare students for further courses requiring quantitative skills. Topics include a review of numbers and operations, ratios and percents, logic, geometry, data analysis, and algebra.	

Course Name	Long Title	Min Credits	Description	Requisites
MTH-003	Bridge to Mathematics	3	An online course designed to elevate students from Math Level 2 to Math Level 3, in order to prepare students for further courses requiring quantitative skills. Students proceed through the material at their own pace, seeking guidance from the instructor when needed. Topics include a review of numbers and operations, ratios and percents, logic, geometry, data analysis, and algebra.	Take MTH-TESTL2. (Required, Previous).
MTH-103	Fundamentals of Mathematics I	3	A survey of introductory college mathematics. Topics include sets and logic, the structure of number systems, number theory, algebraic equations and inequalities, problem solving, and mathematical systems.	Take 1 group (Take MTH-002 or MTH-003; Minimum grade P /Take MTH-TESTL3 MTH-TESTL4 or MTH-TESTL5). (Required, Previous).
MTH-104	Fundamentals of Mathematics II	3	A continuation of MTH 103. Topics include linear equations and inequalities, quadratics with applications, relations and functions, graphing, geometry, counting techniques, probability, and statistics.	Take 1 group (Take MTH-002 or MTH-003; Minimum grade P /Take MTH-TESTL3 MTH-TESTL4 or MTH-TESTL5). (Required, Previous).
MTH-120	Contemporary Math for Business	3		
MTH-136	Topics of Mathematics	3	An exploration of a selection of contemporary applications of mathematics, including topics such as scheduling, optimizing routes using graph theory, identification numbers, voting, and optimizing profit through linear programming. Emphasis is on problem solving and real-world applications.	Take 1 group (Take MTH-002 or MTH-003; Minimum grade P /Take MTH-TESTL3 MTH-TESTL4 or MTH-TESTL5). (Required, Previous).
MTH-141	Elementary Mathematical Models	3	An introduction to modeling real-world situations using mathematical functions. Topics include linear and exponential modeling techniques, logistic models, solving and simplifying equations using algebra, graphing, regression, and rates of change.	Take 1 group (Take MTH-103 MTH-104 MTH-136 or PSY-111; Minimum grade D- /Take MTH-TESTL4 or MTH-TESTL5). (Required, Previous).
MTH-142	Elementary Functions	3	A precalculus course designed to prepare students to take MTH245. Topics include polynomial, rational, algebraic, exponential, logarithmic, and trigonometric functions and their applications.	Take 1 group (Take MTH-103 MTH-104 MTH-136 or PSY-111; Minimum grade D- /Take MTH-TESTL4 or MTH-TESTL5). (Required, Previous).
MTH-231	Discrete Mathematics	3	A study of discrete structures with applications. Topics include formal logic, sets, functions, sequences, growth of functions, complexity of algorithms, applications of number theory, mathematical induction, recursion, counting techniques, relations, graph theory, and trees.	Take 1 group (Take MTH-103 MTH-104 MTH-136 or PSY-111; Minimum grade D- /Take MTH-TESTL4 or MTH-TESTL5). (Required, Previous).
MTH-234	Probability and Statistics	3	An introduction to probability and the analysis of data with a focus on statistical inference. Topics include descriptive statistics, random variables and probability distributions, confidence intervals, hypothesis tests, correlation, and regression analysis	Take 1 group (Take MTH-103 MTH-104 MTH-136 or PSY-111; Minimum grade D- /Take MTH-TESTL4 or MTH-TESTL5). (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
MTH-235	Linear Algebra	3	A course in linear algebra with applications. Topics include systems of linear equations, matrices, determinants, n-dimensional vector spaces, eigenvalue theory, general vector spaces, and linear transformations.	Take 1 group (Take MTH-141 MTH-142 MTH-231 MTH-234 or MTH-261; Minimum grade D- /Take MTH-TESTL5). (Required, Previous).
MTH-245	Calculus I	4	A study of the mathematics of continuous change. Topics include rates of change (differentiation) and accumulation (basic integration), with an emphasis on applications. Related rates, optimization, and graphical analysis are covered. Transcendental functions are included.	Take 1 group (Take MTH-141 MTH-142 MTH-231 MTH-234 or MTH-261; Minimum grade D- /Take MTH-TESTL5). (Required, Previous).
MTH-246	Calculus II	4	A continuation of MTH 245. Topics include advanced integration techniques, limits and l'Hopital's Rule, improper integration, infinite sequences and series, parametric equations, and some complex number theory.	Take MTH-245. (Required, Previous).
MTH-261	Programming for Mathematics	3	An introduction to computer programming and algorithm development, with a specific focus on mathematical applications. Students will create programs using Python to solve computationally difficult problems and to analyze mathematical models of real-world phenomena through simulation	Take 1 group (Take MTH-103 MTH-104 MTH-136 or PSY-111; Minimum grade D- /Take MTH-TESTL4 or MTH-TESTL5). (Required, Previous).
MTH-299	Selected Topics in Mathematics	3	A study of a specialized subject area, which may vary, based on student/faculty interest. For non-major students only. The topic, course structure, and instructor will be announced prior to pre-registration.	Take MTH-TESTL3 MTH-TESTL4 or MTH-TESTL5. (Required, Previous).
MTH-301	Multivariable Calculus	3	A continuation of MTH 246. Topics include vectors in three-dimensional space, vector-valued functions, partial derivatives, multiple integrals, and vector analysis.	
MTH-302	Differential Equations	3	An introduction to ordinary differential equations and their use in modeling continuous change in the real-world. Topics include both analytical and graphical methods of solving DEs, systems of ordinary differential equations, and important applications like exponential/logistic growth, harmonic oscillators, and predator/prey systems.	Take MTH-235 MTH-246. (Required, Previous).
MTH-303	College Geometry and Related Topics	3	A study of geometry, including euclidean and non-euclidean geometries, axiomatic systems, transformations and isometries, and symmetry. There is a focus on exploration, conjecture, and basic geometric arguments (proofs).	Take MTH-235 MTH-245. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
MTH-304	Number Theory	3	An introduction to the theory and properties of integers. Topics include prime numbers, divisibility and factorization, modular arithmetic, the Euclidean algorithm, linear Diophantine equations, congruencies, the Chinese remainder theorem, and applications in cryptography.	Take MTH-231 MTH-246. (Required, Previous).
MTH-305	Sets, Relations and Functions	3	An introduction to the basic techniques of creating mathematical arguments (proofs). Application of proof writing techniques and an in-depth study of fundamental concepts and principles that are used throughout mathematics: logic, sets, relations, functions, and infinity through topics such as Cartesian product, partitions, equivalence relations, mathematical induction, set indexing, special functions and transfinite numbers.	Take MTH-231 MTH-246. (Required, Previous).
MTH-307	Real Analysis I	3	An in-depth analysis of properties of the real number line, higher-dimensional Euclidean spaces and general metric spaces. Limits, sequences and series are studied. The basic theory of functions of a real variable is considered, including continuity, derivatives and integrals.	Take MTH-305 MTH-246. (Required, Previous).
MTH-4000	Mathematics Seminar - Capstone	3	Research on topics related to the student's study of mathematics or its related fields. Several projects/papers must be developed and presented. Permission of instructor required.	
MTH-401	Abstract Algebra	3	A course in abstract mathematics including the integers, groups, normal subgroups, quotient groups, finite abelian groups, rings, integral domains, ideals, quotient rings, fields, homeomorphisms, isomorphism, real and complex numbers, and polynomials.	Take MTH-231 MTH-305. (Required, Previous).
MTH-407	Probability Theory	3	Probability as a basis for statistical theory and inference. Distributions of random variables, conditional probability, Bayes' rule, statistical independence, mathematical expectation, probability distributions, probability densities and distribution functions of random variables, joint distributions for two or more random variables, and moment-generating functions.	Take MTH-234 MTH-245 MTH-246. (Required, Previous).
MTH-408	Mathematical Statistics	3	An in-depth study of the mathematical underpinnings of statistics and the analysis of data. Topics include sampling distributions, estimation theory and applications, hypothesis testing theory and applications, maximum likelihood estimators, regression and correlations, analysis of variance, and nonparametric tests.	Take MTH-407. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
MTH-437	Special Topics	3	An in-depth study of a specialized subject area. The selected topic varies based on student/faculty interest and current research advances. Topic, course structure, credit, and instructor will be announced prior to preregistration. Course may be repeated if topic is different.	Take MTH-231 MTH-234 MTH-235 MTH-245 MTH-246. (Required, Previous).
MTH-439	Independent Study	3	Investigation of selected topics.	
MTH-440	Internship	3	A work experience designed to afford the student a practical experience in the application of mathematical techniques and practices.	
MUS-100	Glee Club	1	This course is designed to train and develop vocal talents by study, practice and actual choral performance. Student in this course are required to attend all course dates, rehearsals (one evening per week and some weekends) and Voices of Gwynedd performances. Uniform and materials fees apply.	
MUS-104	Music Appreciation I	3	This course is designed to discover listening skills that will sharpen the student's perception of music, involving some study of its element: melody, harmony, rhythm and meter, tempo and dynamics, timbre and form - and a knowledge of how these are combined in the works heard; information about the great composers, their lives and careers from music of earlier times to the Baroque period is provided.	
MUS-107	Music Therapy	3	An introduction to music as a healing art form, this course includes visits to institutions and schools which use music as therapy.	
MUS-200	Fundamentals of Music	3	This course introduces the fundamentals of music including melody, rhythm and harmony, materials and methods used in teaching music in the elementary classroom. It includes the use of the recorder and simple songs appropriate for various age levels.	
MUS-203	Introduction to Broadway Musicals	3	The course traces the origins of the musical drama back to the cantatas of J.S. Bach, the operas of Mozart and standard musicals by Rodgers & Hammerstein.	
MUS-204	Music Appreciation II	3	This course continues Music Appreciation I from the Baroque to Modern Times.	
MUS-210	Advanced Music Theory	3	A continuation of Fundamentals of Music, this course emphasizes music composition and analysis of major works.	Take MUS-200. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
MUS-220	Piano Lab	3	The course will be group instruction in fundamental piano technique designed for the beginner and/or intermediate musician. Students learn to read music, improvise chordal accompaniments, and develop technical proficiency through performance of elementary piano music.	
MUS-299	Selected Topics in Music	3	This course offers students the opportunity to pursue study of musical topics, composers and forms chosen by the instructor. Course may be repeated if the topic changes.	
MUS-437	Special Topics	3	This course permits in-depth study of a composer, period, genre or topic in music selected by the instructor.	
MUS-439	Independent Study	3	Qualified advanced students may arrange independent study in areas not covered by existing courses: study of special aspects of major works and composers. The student must have the permission of the Chair of Language, Literature and Fine Arts and the Vice President for Academic Affairs.	
NUR-208	Introduction to Professional Nursing	2	This course is designed to introduce the students to the art and science of nursing. Personal and beginning nursing professional identity formation is facilitated. The value of a baccalaureate nursing education grounded in a liberal arts education is explained. The historical evolution, values and legal parameters of the nursing profession are discussed. The heritage of the Sisters of Mercy within a liberal arts education is described. Selected concepts of caring, communication, cultural competence and the nursing process are introduced. An overview of the roles of the nurse as a member of the interprofessional health team is included. Future trends in nursing and health care are highlighted.	Requisites: Main: None ;Main Weekend: NUR-209, NUR-212, NUR-219 - Must be taken at the same time as this course. ABSN: NUR-209, NUR-212, NUR-219, NUR-324, RS-231 - Must be taken at the same time as this course.
NUR-209	Fundamentals of Nursing Practice	4	This course provides an introduction to the fundamentals of nursing practice. Students will utilize the nursing process as a framework to apply nursing knowledge, diagnoses, interventions, and outcomes to individuals. Course concepts are grounded in evidence-based practice to promote, maintain, and restore health. Topics related to safety, oxygenation, ventilation, circulation, perfusion, ingestion, digestion, absorption, elimination, urinary, movement, sensory input and the nurse patient relationship and the roles of the professional nurse are explored. Emphasis is placed on applying knowledge and practicing skills in the nursing skills lab, simulation lab, and clinical setting.	Requisites: Main: NUR-208, NUR-212, MTH-103, NUT-200, BIO-108, BIO-108L, BIO-121, ENG-101 - CHM-111 - Must be taken either prior to or at the same time as this course. Main Weekend: NUR-208, NUR-212, NUR-219 - Must be taken either prior to or at the same time as this course. ABSN: NUR-212, NUR-219, NUR-324 - Must be taken at the same time as this course

Course Name	Long Title	Min Credits	Description	Requisites
NUR-209L	Fundamentals of Nursing Practice- Lab		This course provides an introduction to the fundamentals of nursing practice. Students will utilize the nursing process as a framework to apply nursing knowledge, diagnoses, interventions, and outcomes to individuals. Course concepts are grounded in evidence-based practice to promote, maintain, and restore health. Topics related to safety, oxygenation, ventilation, circulation, perfusion, ingestion, digestion, absorption, elimination, urinary, movement, sensory input and the nurse patient relationship and the roles of the professional nurse are explored. Emphasis is placed on applying knowledge and practicing skills in the nursing skills lab, simulation lab, and clinical setting.	
NUR-212	Health Assessment in Nursing	3	This course is designed to develop health assessment skills across the lifespan. Emphasis is placed on the development of skills essential for using health and physical examination as tools for nursing assessment. Normal and abnormal history and physical assessment findings are differentiated. Biological, psychosocial, spiritual and cultural dimensions of the individual are explored. Health promotion strategies including risk factor reduction as they relate to the adoption of healthy lifestyles are identified. Opportunities are provided to practice health assessment.	Requisites: Main: N 208 prior to or at the same time as this course Main Weekend: NUR-208, NUR-209, NUR-219 - Must be taken at the same time as this course. ABSN: NUR-209, NUR-219, NUR-324 - Must be taken at the same time as this course
NUR-212L	Health Assessment in Nursing-Lab		This course is designed to develop health assessment skills across the lifespan. Emphasis is placed on the development of skills essential for using health and physical examination as tools for nursing assessment. Normal and abnormal history and physical assessment findings are differentiated. Biological, psychosocial, spiritual and cultural dimensions of the individual are explored. Health promotion strategies including risk factor reduction as they relate to the adoption of healthy lifestyles are identified. Opportunities are provided to practice health assessment.	
NUR-219	Nursing Medication Mathematics	1	This course will serve as an introduction to calculating medication dosages for the professional nurse. It will include a review of essential mathematical concepts for fractions, ratio/proportions, percentages, medication abbreviations, measurements and conversions, reading medication labels, measuring amounts in syringes, and solving basic dosage calculations.	Requisites: N 208 and N 212 prior to or at the same time as taking this course Main Weekend: NUR-208, NUR-209, NUR-212 - Must be taken at the same time as this course. ABSN: NUR-208, NUR-209, NUR-212, NUR-324 - Must be taken at the same time as this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-299	Selected Topics in Nursing: Intraprofessional Global Outreach 1 Fall, 2 Spring	3	The goal of intraprofessional education is to prepare future healthcare providers and professionals to work together as a team to improve patient and population health care. This includes engaging in foundational research on intraprofessional education/collaborative practice; the use of intraprofessional collaborative practice models to provide better care for clients. Service learning provides an opportunity for health care providers to learn more about health vulnerabilities that communities face and gain first hand experience of working with underserved populations. Service learning uses experiential learning, reflection and reciprocal learning to increase student awareness of community health needs. Health care providers will be more likely to utilize these skills of collaborative practice, experiential learning, reflection and reciprocal learning in their own clinical practice.	Main: NUR-208, NUR-209, NUR-212, NUR-324 - Must be completed prior to taking this
NUR-307	Nursing Care of Adults	6	This course focuses on the physical, psychological, social, spiritual and cultural forces that influence the health of the adult population. Students will utilize the nursing process as a framework to apply nursing knowledge. Course concepts are grounded in evidence-based practice to promote, maintain and restore health. Topics related to safety, oxygenation, ventilation, circulation, perfusion, ingestion, digestion, absorption, elimination, regulatory, urinary, sensory input, movement and the nurse patient relationship. Emphasis is placed on application in the adult health clinical setting and simulation laboratory.	Requisites: Main: MTH-103, BIO - 107, BIO -107 L, BIO-108, BIO-108L, BIO-121, NUT-200, NUR-208, NUR-209, NUR-212, NUR-213 - CHM-111 or CHM-116, PSY-202 or PSY 100 & PSY-200 - Must be completed prior to taking this course. Main Weekend: NUR-209, NUR-212, NUR-219 - Must be completed prior to taking this course. NUR-324. Must be taken at the same time as this course. ABSN: NUR-209, NUR-212, NUR-219, NUR-324 - Must be completed prior to taking this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-307C	Nursing Care of Adults-Clinical		This course focuses on the physical, psychological, social, spiritual and cultural forces that influence the health of the adult population. Students will utilize the nursing process as a framework to apply nursing knowledge. Course concepts are grounded in evidence-based practice to promote, maintain and restore health. Topics related to safety, oxygenation, ventilation, circulation, perfusion, ingestion, digestion, absorption, elimination, regulatory, urinary, sensory input, movement and the nurse patient relationship. Emphasis is placed on application in the adult health clinical setting and simulation laboratory.	
NUR-313	Contemporary Issues in Professional Nurs	2	This course examines selected topics critical to the practice of professional nursing. Current issues and trends that impact nursing within the health care delivery system are addressed. Professional and career development will be explored. Topics are addressed from historical, political, socioeconomic and technological perspectives.	Main: NUR 307 and N 324 must be taken prior to and either NUR-316 or NUR-317 and NUR-319, must be taken either prior to or at the same time as this course. Main Weekend: NUR-209, NUR-212, NUR-209, NUR-219, NUR 324- Must be completed prior to taking this course. NUR-319, NUR-423 – Must be taken at the same time as this course ABSN: NUR-212, NUR-324 - Must be completed prior to taking this course. NUR-307, NUR-317, NUR 460 - Must be taken at the same time as this course.
NUR-316	Nurs Care Clients Altera Behavioral Hlth	4	This course addresses behavioral health problems and the nurse's role in assisting patients to achieve and maintain optimum behavioral health. Content encompasses neurobiological, psychosocial, ethical, cultural, and spiritual perspectives. Effective therapeutic communication skills, the nurse-patient relationship, and the nursing process are applied in caring for patients and families across the lifespan. Emphasis is placed on the role of the nurse in promoting and maintaining a culture of safety on the behavioral health unit.	Requisites: Main: MTH-103, BIO - 107, BIO -107 L, BIO-108, BIO-108L, BIO-121, NUT-200, NUR-208, NUR-209, NUR-212, NUR-213 - CHM-111 or CHM-116, PSY-202 or PSY 100 & PSY-200 - Must be completed prior to taking this course. Main Weekend: NUR-307, NUR-324 - Must be completed prior to taking this course. NUR-317 - Must be taken at the same time as this course. ABSN : NUR-319, NUR-413, NUR-417 - Must be taken at the same time as this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-317	Nursing Care Women, Children, Family	5	This course examines the childbearing and childrearing families in contemporary society. The nursing process is applied to provide holistic nursing person--centered care within the context of the family. Topics are related to safety and normal and altered physiologic processes as it affects the childbearing and childrearing families. Experiences in the classroom and clinical setting enable the student to integrate cultural sensitivity, clinical reasoning, communication skills, and therapeutic nursing interventions for women, children and families.	Requisites: Main: MTH-103, BIO - 107, BIO -107 L, BIO-108, BIO-108L, BIO-121, NUT-200, NUR-208, NUR-209, NUR-212, NUR-213 - CHM-111 or CHM-116, PSY-202 or PSY 100 & PSY-200 - Must be completed prior to taking this course. Main Weekend: NUR-307, NUR-324 - Must be completed prior to taking this course. NUR-316 - Must be taken at the same time as this course. ABSN: NUR-307, NUR-313, NUR-460 - Must be taken at the same time as this course
NUR-319	Nurs Care of Adults Complex Hlth Problem	5	This advanced adult health course expands on knowledge and skills addressed in prior nursing courses. The course focuses on the application of the nursing process to the adult patient with multisystem pathophysiologic conditions and complex needs. Included are critical care concepts with related nursing interventions to promote, maintain and restore health. Topics related to safety, oxygenation, ventilation, circulation, perfusion, ingestion, digestion, absorption, elimination, regulatory, urinary, sensory input, movement and the nurse patient relationship. Professional nursing practice is emphasized as students enhance critical thinking skills and practice clinical decision making. This course promotes integration of values into professional behaviors and accountability for personal and professional growth.	Main: NUR-307, NUR-324 - Must be completed prior to taking this course. Main Weekend: NUR 307, NUR-316 AND/OR NUR-317 - Must be completed prior to taking this course. NUR-313, NUR-423 - Must be taken at the same time as this course. ABSN : NUR-307 - Must be completed prior to taking this course. NUR-316, NUR-317, NUR-413 - Must be taken at the same time as this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-324	Pathophysiology/Pharmacology Int Concept	4	This integrated pathophysiology/pharmacology course provides a foundation for understanding disease process in conjunction with pharmacological therapy to treat and manage disease. Students will discuss cultural sensitivity, clinical reasoning, therapeutic nursing interventions and communication skills as they apply to clinical practice. Both general pathophysiologic/pharmacological principles will be explained as they apply to the macro concepts identified by the Gwynedd Mercy University Frances M. Maguire School of Nursing and Health Professions.	Main: Main: MTH-103, BIO -107, BIO -107 L, BIO-108, BIO-108L, BIO-121, NUT-200, NUR-208, NUR-209, NUR-212, NUR-213 - CHM-111 or CHM-116, PSY-202 or PSY 100 & PSY-200 - Must be completed prior to taking this course. Fall 2021 Main: NUR 208, NUR 212, N 219 prior to this course. NUR 209 at the same time as this course. Spring 2022 Main Weekend: NUR-209, NUR-212, NUR-219 - Must be completed prior to taking this course. NUR-307 – Must be taken at the same time as this course. ABSN: NUR-209, NUR-212 - Must be completed prior to taking this course. NUR-307 - Must be taken at the same time as this course.
NUR-4001	Lead/Mgmt Professional Nurs Capstone	3	Concepts, theories and roles of leadership and management in professional nursing are examined. Development of the leadership abilities of the individual nurse in influencing the nursing profession and society are discussed. Communication, ethical reasoning, critical thinking, financial issues and cultural competence are included as they relate to leadership and management.	Requisites: Main: NUR - 413, NUR – 417, NUR- 422 NUR-431 - Must be completed prior to taking this course. NUR-419 - Must be taken at the same time as this course. Main Weekend: NUR-208, NUR-209, NUR-212, NUR-219, NUR-307, NUR-313, NUR-324, NUR-319, NUR-415, NUR-417, NUR-423, NUR-422, NUR-413, RS 231 - Must be completed prior to taking this course. NUR-419 - Must be taken at the same time as this course. ABSN: NUR-319, NUR-413 - Must be completed prior to taking this course. NUR-419 - Must be taken at the same time as this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-413	The Older Adult	2	This course explores aging and the impact of aging on individuals, families and caregivers. Current theories of aging, the aging process, and the effects of political, social and economic issues on the lifestyles of the aging population will be examined. The influence of heredity, environment, lifestyle and access to adequate healthcare in relation to the care of older adults will be discussed.	Requisites: Main: NUR-307, N 316, N 317, NUR 324 - Must be completed prior to taking this course. N 431 must be taken at the same time as this course. Main Weekend: NUR-319, NUR-423, NUR-313, NUR-460, NUR-417 - Must be completed prior to taking this course. NUR-422 – Must be taken at the same time as this course. ABSN: NUR-307 NUR-319 - Must be completed prior to taking this course.
NUR-414	Complementary & Integrative Health	3	This course will provide a comprehensive and clinical relevant coverage of complementary and alternative medicine. It will cover the history, philosophy, and mechanisms of alternative therapies and includes a thorough review of the clinically controlled trials, indications, and contraindications of each therapy.	Requisites: Main: NUR-208 - Must be completed prior to taking this course.
NUR-415	Selected Hlth Problems of Women & Child	3	Selected health problems and related issues pertaining to women and children will be critically analyzed in relation to the impact on the individual, his/her family and the community. Cultural, spiritual, ethical and moral aspects will be discussed as they influence nursing care. The role of the nurse and community resources available to this population is explored. (can be taken as the nursing elective).	Requisites: Main: NUR-317 - Must be completed prior to taking this course Main Weekend: NUR 307, NUR-324 – Must be completed prior to taking this course. RS-231 Must be taken at the same time as this course ABSN: NUR-307, NUR-324 - Must be completed prior to taking this course.
NUR-417	Genomics in Nursing	3	This course introduces the concepts and principles of genetics, genomics, and epidenomic and their relevance to health and nursing care. Genetic influences from conception and throughout the lifespan are considered from a nursing perspective. Ethical, legal, and socioeconomic issues associated with genetics are examined.	Requisites: Main: NUR 208, NUR 209, NUR 212, NUR 219 - Must be completed prior to taking this course. Main Weekend: NUR 319, NUR-423, NUR-313 - Must be completed prior to taking this course. NUR-460 - Must be taken at the same time as this course. ABSN: NUR-317 - Must be completed prior to taking this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-419	Synthesis of Learning for Nursing Pract	6	This course focuses on preparing the graduating nursing student for transition to professional nursing practice. Preparation is achieved through synthesis of acquired knowledge with emphasis on reflective practice and application of learning. An understanding of professional nursing standards, ethical problem solving, evidence-based practice and a commitment to lifelong learning will be provided. This course provides an integrative, theoretical and clinical experience.	Requisites: Main: NUR-413 NUR-422 NUR-431 - Must be completed prior to taking this course. NUR-4001 - Must be taken at the same time as this course. Main Weekend: NUR-422, NUR-413 - Must be completed prior to taking this course. NUR-4001 - Must be taken at the same time as this course. ABSN: NUR-319, NUR-413 - Must be completed prior to taking this course. NUR-4001 - Must be taken at the same time as this course.
NUR-422	Health & Illness in the Community	6	This course emphasizes the healthcare of culturally diverse individuals, families and aggregates in a variety of community settings. The concepts of community health nursing and the roles of the professional nurse in the community are critically analyzed. The impact of the health care delivery system on the nurse in the community is presented. Principles of public health nursing and epidemiology are integrated. The focus on health promotion, health protection, health maintenance and restoration are emphasized. Critical thinking is utilized in assessing the community. Clinical settings include: home care, hospice, extended care facilities and population focused settings.	Requisites: Main: NUR-319 - Must be completed prior to taking this course. N 413, N 417, N 431 must be taken prior to or at the same time as this course. Main Weekend: NUR-319, NUR-423, NUR-313, NUR-460, NUR-417- Must be completed prior to taking this course. NUR-413 - Must be taken at the same time as this course. ABSN: NUR-319 - Must be completed prior to taking this course.
NUR-423	Global Health & Health Policy	2	This course examines globalization and its impact on the health of all populations. Emerging diseases, environmental safety and health risks are addressed. Health care policy and the socioeconomic, geopolitical, ethical and cultural variables that influence health are explored. Critical analysis of selected global and national problems is examined within the framework of professional nursing practice. The importance of cultural sensitivity and ethical judgment are emphasized.	Requisites: Main: NUR -208, NUR -209, NUR -212, NUR 219- Must be completed prior to taking this course. Main Weekend: NUR-316 or NUR-317 - Must be completed prior to taking this course. NUR-319, NUR-313 - Must be taken at the same time as this course. ABSN: NUR-422 - Must be completed prior to taking this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-431	Nursing Research	3	The focus of this course is the critical analysis of the process of research. Types of research, steps of the research process, variables, frameworks and measurements are discussed. Problems related to clinical practice are identified and emphasis is placed on the nurse's role in improving patient care outcomes by being able to read, use and participate in the research process.	Main: NUR-307, NUR 316, NUR 317, NUR 324 - Must be completed prior to taking this course. N 413 must be taken at the same time as this course. Main Weekend: NUR-319, NUR-413 - Must be completed prior to taking this course. NUR-422 - Must be taken at the same time as this course. ABSN: NUR-319 - Must be completed prior to taking this course.
NUR-459	Patient Education in Healthcare	3	This course expands future healthcare professionals' knowledge of patient education This is a hybrid course, combines both classroom setting some weeks, with alternating online assignments for other weeks. Students will learn the importance of empowering patients through education to increase patients' ability and encourage positive behavioral, health-related changes, and stages of changes. In addition, students may have the opportunity to work in interdisciplinary groups to create and evaluate patient education interventions. This course will promote integration of concepts related to education, research, and technology.	Requisites: Main: NUR-307 - Must be completed prior to taking this course. ABSN: NUR-307 - Must be completed prior to taking this course.
NUR-460	Research and Evidence-Based Practice	3	This course provides an introduction to principles of research and evidenced-based practice in professional nursing practice. Emphasis is placed on the role of evidence-based practice as the basis for clinical decision making. Learning activities provide the student with the opportunity to develop skills necessary to become a competent consumer of research and other sources of evidence, preparing them for the expectations of a new graduate in professional practice.	Requisites: Main: Main Weekend: NUR-319, NUR 423, NUR-313 - Must be completed prior to taking this course. NUR-417 - Must be taken at the same time as this course. ABSN: NUR-319, NUR-413 - Must be completed prior to taking this course. NUR-422 - Must be taken at the same time as this course.

Course Name	Long Title	Min Credits	Description	Requisites
NUR-490	Community Health Nursing in Ireland	3	This course explores the healthcare of individuals, families and aggregates in a variety of community settings in Ireland. The concepts of community health nursing and the roles of the professional nurse in the community of Ireland are critically analyzed and compared to the US Public health System. The impact of the health care delivery system of Ireland is presented. Health promotion, health protection and disease prevention are examined. Critical thinking is emphasized in assessing the community of Ireland. A variety of community settings as observational experiences are utilized including home care, hospice, extended care facilities and population focused settings.	Main: NUR-208, NUR-209, NUR-212, NUR-324 - Must be completed prior to taking this course.
NUT-200	Principles of Nutrition	3	A comprehensive course that covers the essentials of optimum nutrition in health and disease. It includes macro-nutrients and energy metabolism; vitamins and minerals; nutrition and diet for the client. The course includes an examination of clinical nutrition as it pertains to care of clients in a health care setting.	
ONL-001	Student Online Readiness			
ONL-002	Gmc Orientation for Online Learning			
ONL-003	Faculty Online Training Certification			
ONL-100	Fac100 Faculty Orientation			
ONL-200	Mission Integration			
OSC-101	Intro Occupational Science/Therapy	3	This course presents students with an introduction to the academic discipline of Occupational Science and the profession of Occupational Therapy. Students will learn about the concept of occupation, how health is influenced by occupational performance and participation, and how the therapeutic use of occupation can influence the development and/or recovery of persons with disabling conditions. The evolution of Occupational Science and the current and emerging practice areas in Occupational Therapy will be reviewed.	
OSC-201	Form, Function, & Meaning of Occupation	3	This course reviews some of the complex and diverse nature of daily occupation, including the observable aspects (form), purpose (function), and meaning of occupation. Students will be encouraged to reflect on their own patterns of daily occupation and its influence on identity.	
OSC-301	Health, Disability, and Occupation	3	This course will review the literature on varying perspectives of health, disability, and its effects on occupational performance and participation.	

Course Name	Long Title	Min Credits	Description	Requisites
OSC-4000	Wellness & Health Promo Through Occup	2	Exploration of occupationand diversity factors that influence health and wellness. Review of community-based and institutional-based practice areas in the promotion of health and wellness in individual, group, and population-based contexts. Create a scholarly proposal designed to improve the wellness, health promotion, and/or occupational participation needs of a targeted community group.	Take OSC-405 OSC-406 OSC-407 OSC-414 OSC-408 OSC-410. (Required, Previous).
OSC-402	Neuroscience of Occupational Behavior	2	Covers body functions and structures of the nervous system, including the impact of nervous system impairment on occupational behavior.	Take OSC-101 OSC-201 OSC-301. (Required, Previous).
OSC-403	Functional Anatomy Occupational Therapy	3	In-depth study of the body functions and structures of the human body with major emphasis on functional anatomy within the domain of concern for occupational therapy. Includes a practice lab.	Take OSC-101 OSC-201 OSC-301. (Required, Previous).
OSC-403L	Functional Anatomy Occupational Therapy		In-depth study of the body functions and structures of the human body with major emphasis on functional anatomy within the domain of concern for occupational therapy. Includes a practice lab.	Take OSC-101 OSC-201 OSC-301. (Required, Previous).
OSC-405	Foundations of Occupational Therapy	3	Introduction to the foundations of the occupational therapy profession including its history, philosophical base, professional terminology, theory development, frames of reference, and the varied scope and roles of the occupational therapy practitioner.	Take OSC-402 OSC-403. (Required, Previous).
OSC-406	Creativity and Activity Analysis	2	Exploration of the historical and contemporary use of creativity in the promotion of health through client-centered activities to promote health and recovery. Emphasis on the analysis, grading, and managing of complexity of therapeutic activities. Includes a practice lab.	Take OSC-402 OSC-403. (Required, Previous).
OSC-406L	Creativity and Activity Analysis		Exploration of the historical and contemporary use of creativity in the promotion of health through client-centered activities to promote health and recovery. Emphasis on the analysis, grading, and managing of complexity of therapeutic activities. Includes a practice lab.	Take OSC-402 OSC-403. (Required, Previous).
OSC-407	Kinesiology for Occupational Therapy	3	Focus on the understanding and analyzing typical, atypical, and compensatory human movement across the life span. Includes a practice lab.	Take OSC-402 OSC-403. (Required, Previous).
OSC-407L	Kinesiology for Occupational Therapy		Focus on the understanding and analyzing typical, atypical, and compensatory human movement across the life span. Includes a practice lab.	Take OSC-402 OSC-403. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
OSC-408	Prof Skills I: Therapeutic Use of Self	2	Exploration of human behavioral theories and practice of therapeutic use of self within individual and group therapeutic contexts. Focus on understanding the occupational needs of individuals and groups, teaching-learning process, appraisal of effective communication, empathy, mindfulness, and building of rapport to foster effective therapeutic relationships.	Take OSC-402 OSC-403. (Required, Previous).
OSC-410	Professional Dev I: Ethics/Values/Resp	2	Examines the ethics and values of the profession of occupational therapy including the ethical standards of occupational therapy practice and review of scenarios to solve ethical dilemmas. Includes professional development regarding the acquisition of professional membership, knowledge, and skills expected of students in a professional program while beginning to develop a plan for lifelong learning.	Take OSC-402 OSC-403. (Required, Previous).
OSC-411	Hlth/Medical Conditions: Children/Youth	2	Examines development and the prevailing health and welfare needs of children and adolescents with or at risk for mental and/or physical disabilities and chronic health conditions. Focus on varying medical conditions that can impact occupational performance and participation of children and youth.	Take OSC-405 OSC-406 OSC-407 OSC-414 OSC-408 OSC-410. (Required, Previous).
OSC-412	OT Process: Child/Youth	5	Integrates theories and the occupational therapy process of evaluation (including assessment), intervention, and targeted outcomes with children and adolescents. Includes a practice lab.	Take OSC-405 OSC-406 OSC-407 OSC-414 OSC-408 OSC-410. (Required, Previous).
OSC-412L	OT Process: Child/Youth		Integrates theories and the occupational therapy process of evaluation (including assessment), intervention, and targeted outcomes with children and adolescents. Includes a practice lab.	
OSC-413	OT Fieldwork I: Child/Youth	1	Immersion experience into a therapeutic service delivery context with children or youth.	Take OSC-405 OSC-406 OSC-407 OSC-414 OSC-408 OSC-410. (Required, Previous).
OSC-414	Research Meth I: Evidence-Based Practice	3	Review of quantitative and qualitative research methodologies, appraisal of professional literature and levels of evidence, and the influence of clinical expertise and client values in supporting best therapeutic practices.	Take OSC-402 OSC-403. (Required, Previous).
OSC-415	Prof Skill II: Mobility, Adl, Iadl, Wrk	3	Review and practice of a wide array of healthcare and practice skills that include infection control, safety, body mechanics, wheelchair and mobility device use, ADL training, IADL training, and ergonomics to improve work performance. Includes a practice lab.	Take OSC-405 OSC-406 OSC-407 OSC-414 OSC-408 OSC-410. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
OSC-415L	Prof Skill II: Mobility, Adl, Iadl, Wrk		Review and practice of a wide array of healthcare and practice skills that include infection control, safety, body mechanics, wheelchair and mobility device use, ADL training, IADL training, and ergonomics to improve work performance. Includes a practice lab.	
OSC-416	Prof Dev II: Healthcare/Policy/Advocacy	3	Focuses on understanding healthcare, policy, and reimbursement that influence access to occupational therapy practice across multiple practice areas. Review of intra-professional and inter- professional roles, and the laws and regulations that influence occupational therapy practice. Promotion of occupational therapy to other professionals, service providers, consumers, third-party payers, regulatory bodies, and to the public.	Take OSC-405 OSC-406 OSC-407 OSC-414 OSC-408 OSC-410. (Required, Previous).
PE-100	High Intensity Interval Training	1	High Intensity Interval Training (HIIT) involves high-intensity exercise intervals intermingled with periods of lower intensity intervals of active recovery. HIIT training calls for challenging work for short time frames lasting from thirty seconds to two minutes. The class runs for one hour twice per week.	
PE-101	Conditioning/Weight Training	1	This class teaches basic principles of weight training. Types of weight training exercises and nutrition and fitness concepts are introduced which instruct students to design their own personal program.	
PE-102	Aerobics	1	This is a group aerobic exercise class that will also provide information on cardiovascular fitness, weight control, stress management and benefits of exercise.	
PE-111	Karate/Self Defense	1	An introductory course in the history, terminology and skills of this martial art. classes are taught by professional black belt martial artists.	
PE-120	Introduction to Yoga	1	Students learn to breathe, strengthen and relax through a basic posture series scientifically designed and time-tested in bringing about the union of the body, mind and spirit - the essence of yoga. Various other styles of yoga are also explored.	
PHA-101	Pharmacology	3		
PHA-103	Cardiovascular Pharmacology	3		
PHL-100	The Human Condition	3	This course offers a systematic introduction to some central concerns of men and women both as individual persons and as social beings. It considers our complex nature, the many activities in which we engage and the problem of our destiny, especially in relation to God and nature.	

Course Name	Long Title	Min Credits	Description	Requisites
PHL-2000	Encountering Ethics	3	This course analyzes moral problems and evaluates their possible solutions in light of ethical theories.	
PHL-201	Ancient Philosophy	3	This course examines the emergence of Greco-Roman philosophy. It can cover the Pre- Socratic thinkers, the founders of Greek philosophy such as Socrates, Plato, and Aristotle, and the Roman philosophers and ancient Neo-Platonists.	
PHL-202	Medieval Philosophy	3	This course examines the philosophical contributions made by Jewish, Christian, and Muslim scholastics and their ancient predecessors. The discussion focuses on the preoccupations traditionally associated with the medieval thinkers, e.g., God, Divine revelation, the relationship between faith and reason, the problem of evil, and the respective provinces of philosophy and theology.	
PHL-207	19th Century Continental Philosophy	3	This course covers the key thinkers associated with German Idealism and Romanticism and their reception. Philosophers covered may include Schiller, Fichte, Schelling, Schopenhauer, Hegel, Kierkegaard or Nietzsche.	
PHL-211	Existence and Love	3	This course focuses on the internal relation between love and meaning in human existence. It explores this major philosophical theme in Platonism, existentialism, or other traditions.	
PHL-225	Philosophy of Film	3	This course addresses issues relating to the philosophy of film and film theory. Topics include theories of film evaluation, definitions of film, and emotional responses to motion pictures, using film to illustrate philosophy, films as thought experiments, and using movies to make substantive philosophical claims.	
PHL-231	Philosophy of Law	3	A philosophical inquiry into the nature of law and legal systems. An examination of the philosophical elements of law and the connections between these elements and criminal justice policy and practice. By reading works from classical and modern authors, students analyze notions such as legal obedience, human rights, responsibility, personal liberty, punishment, a just (or unjust) constitution, just laws, and the relation between law and morality.	
PHL-234	Philosophy of Globalization	3	This course surveys some global problems: hunger, depletion or inequitable distribution of resources, violence. It identifies the ethical values involved and provides a philosophical consideration of some possible solutions.	

Course Name	Long Title	Min Credits	Description	Requisites
PHL-240	Logic	3	This course introduces the study and practice of inductive and deductive reasoning with consideration given to such topics as truth, validity, and propositional logic.	
PHL-250	Philosophy of Science	3	This course examines the nature of science and its relationship to technology and human responsibility as revealed in the works of scientists and philosophers.	
PHL-299	Selected Topics in Philosophy	3	This course offers a detailed study of a specialized subject area that will vary based on student/faculty interest. The topic, course structure and instructor will be announced prior to pre- registration. There are no prerequisites.	
PHL-302	St. Augustine's Confession	3	This courses will focus on Augustine's Confessions in it's entirety. It will provide an extensive analysis covering a variety of philosophical branches and topics that converge on the problem the human condition and the relationship of the self to others and God. Topics include the nature of conversion, free will, the internal conflict of the soul, the nature of conscience, the problem of evil, the relationship between temporality and eternity, and love.	
PHL-305	Contemporary Philosophy	3	This course studies the thought of contemporary philosophers such as Sartre, Heidegger, Wittgenstein, Rorty and Quine. It can take either a philosopher-based approach or a thematic approach concerning issues in epistemology, metaphysics, and related areas.	
PHL-308	Political Philosophy	3	This course looks critically at political democracy. Readings from philosophy and the social sciences explore political institutions, individualism and attempts to renew community life. (May be taken for sociology credit).	
PHL-310	Philosophy of Education	3	This course offers a philosophical investigation of the basic principles, aims and human values involved in the process of education. It examines major educational philosophies as well as contemporary issues in this area.	
PHL-313	Modern Philosophy	3	This course analyses the works of authors such as Descartes, Spinoza, Leibniz, Locke, Hume, Kant and Hegel. It examines notions such as certainty, freedom, substance, concepts, and sensations in the modern period. The latter is discussed as a response to medieval and Renaissance philosophy.	

Course Name	Long Title	Min Credits	Description	Requisites
PHL-325	Varieties of Religious Experience	3	The course studies the shared philosophical themes that emerge in different religious traditions. Readings include works by philosophers and from Eastern, Western, and Native American religions.	
PHL-330	The Healing Journey	3	Healing involves social forces, personal attitudes and patterns of meaning which allow us to re- establish an authentic wholeness in the context of illness and suffering. Readings in the social sciences and philosophy are used to investigate these issues. (May be taken for sociology credit.)	
PHL-4000	Capstone:seminar	3	The capstone allows students to demonstrate their mastery of philosophy by defending a thesis that examines key philosophical texts and draws upon secondary literature on the topic. The seminar's purpose is to give philosophy majors experience in presenting research in a symposium setting.	Take 90 credits. (Required, Previous).
PHL-420	Philosophy in Italy	3	This course focuses on philosophy that developed in the Italian territory. It covers ancient, medieval, and modern philosophy in Italy, including ancient Rome. It discusses philosophers such as Epictetus, Seneca, Boethius, Aquinas, and Machiavelli.	
PHL-430	Asian Philosophy	3	The goal of this course is to understand the major principles and practices of Taoism and Zen and to see the value and viability of these principles and practices. Topics include: approaches to creativity, aesthetics and spiritual mastery.	
PHL-437	Special Topics	3	Investigation of a selected topic designed to integrate and deepen the student's comprehension and application of philosophy.	
PHL-439	Independent Study	3	Qualified advanced students may arrange independent study in areas not covered by existing courses. Registration is with consent of involved faculty and the permission of the Dean of Arts and Sciences, the Chairperson and the Vice President for Academic Affairs.	
PHY-111	Physics for Allied Health Sciences	3	Students will learn basic physical principles with applications to the measurement, analysis and treatment of human beings. The structure and function of biomedical instrument systems specific to the field of radiation therapy, radiologic technology and respiratory care will be explored. 3 lecture hours per week in the spring semester. Not accepted as credit towards the biology major.	

Course Name	Long Title	Min Credits	Description	Requisites
PHY-111L	Physics for Allied Health Sciences	1	This course is designed to provide the student with an understanding of basic physics principles, methods and terminology, with application to the measurement, analysis and treatment of human beings. Physics principles and terminology will focus on the fields of radiation therapy and radiologic technology. 3 laboratory hours. Offered in the spring semester. Not accepted as credit towards the biology major.	Take PHY-111. (Required, Concurrent).
PHY-241	General Physics I	3	Principles of classical mechanics for science and mathematics majors. Topics include description of motion (kinematics), force and momentum, work and energy, energy and momentum conservation, rotational motion of rigid bodies, and simple harmonic motion. Mathematical level requires a working knowledge of differential and integral calculus. 3 lecture hours and 1 recitation hour. Offered in the fall semester.	Take MTH-245. (Required, Previous). Take PHY-241L. (Required, Concurrent).
PHY-241L	General Physics I	1	Laboratory investigations of classical mechanics, including motion and force. Collection of raw data and its analysis via graphs are stressed. Subject matter is drawn from the concurrent lecture course. 3 laboratory hours. Offered in the fall semester.	Take PHY-241. (Required, Concurrent).
PHY-241R	General Physics I			
PHY-242	General Physics II	3	Continuation of PHY 241. Topics include thermodynamics, mechanical waves, sound, electrostatics, electrical circuits, electromagnetism, geometrical optics, atomic and nuclear structure, radioactivity and topics in modern physics. 3 lecture hours and 1 recitation hour. Offered in the spring semester.	Take PHY-241. (Required, Previous). Take PHY-242L. (Required, Concurrent).
PHY-242L	General Physics II	1	Continuation of PHY 241L. Laboratory investigations focused upon topics covered in the concurrent lecture course, including thermodynamics, mechanical waves, sound, electrical circuits, electromagnetism, atomic structure, and radioactivity. 3 laboratory hours. Offered in the spring semester.	Take PHY-242. (Required, Concurrent).
PHY-242R	General Physics II			
PHY-299	Selected Topics in Physics	3	A study of a specialized subject area which may vary based on student/faculty interest. For non- major students only. The topic, course structure and instructor will be announced prior to pre-registration.	
POL-101	American Government	3	This course analyzes the American form of government, its functions and current problems along with reflections upon comparative governments around the world	

Course Name	Long Title	Min Credits	Description	Requisites
POL-211	Constitution of the United States	3	This course provides a basic understanding of the philosophical, historical, and political roots of the United States Constitution, its structure, provisions and interpretations and includes a study of notable Supreme Court controversies.	
POL-212	State and Local Government	3	This course offers an understanding of the structure and functioning of the Pennsylvania state legislature, courts, municipal governments and school boards within the context of federalism and discusses their impact upon the state's history and the daily lives of its citizens.	
POL-255	Law and Social Justice	3	(For description see SOC 255.)	
POL-299	Selected Topics in Political Science	3	The course offers a detailed study of a specialized subject area that will vary based on student/faculty interest. The topic, course structure and instructor will be announced prior to pre- registration. There are no prerequisites.	
POL-437	Special Topics	3	This course allows for a special investigation of a topic in political science that is not adequately covered in any of the courses listed above. It may be repeated if the topic is different.	
PSY-100	General Psychology	3	This course provides an introduction to fundamental concepts of psychology, including memory, development, learning, personality, and abnormal psychology.	
PSY-111	Statistics	3	This course provides an introduction to descriptive and inferential statistics with applications to educational and psychological research. Topics include frequency distributions, probability, binomial and normal distributions, graphic comparisons, correlation, chi square, analysis of variance, and distribution.	
PSY-150	Social Psychology	3	This course examines human behavior as influenced by group situations, interpersonal relations, attitudes, and opinions, groups and group conflicts, language and communication as social products. (May be taken for sociology credit.)	Take PSY-100. (Required, Previous).
PSY-200	Developmental Psychology	3	Theories, issues and research concerning changes in physical, intellectual, emotional and social development across the life-span are examined and applied to specific social issues.	Take PSY-100. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
PSY-202	Human Development for Nursing	3	This course provides an introduction to the theoretical perspectives of human development and fundamental concepts concerning the brain and behavior, memory, motivation and emotion, personality development and social behavior. In addition, it examines changes in cognitive, emotional and social development across the life span and how they are impacted by the social environment. Enrollment in this course is restricted to nursing majors.	
PSY-205	Forensic Psychology	3	This course focuses on the application of psychological theory, concepts and principles to civil and criminal justice systems, with a focus on the practice of forensic psychology.	Take PSY-100. (Required, Previous).
PSY-206	Introduction to Trauma Informed Care	3	This course is designed to introduce students to the meaning of trauma, the incidence and prevalence of trauma and the effects of trauma on human development. Students will learn what it means to provide client centered care in a trauma informed manner, and will be provided an introduction to evidence based trauma treatments. Active participation of students in this class will include open discussion of material presented as well as practical application of the course material. Self-assessment, awareness and growth are central to the student experience in this course.	# Take PSY-100 or PSY-202 # Take SOC-100. (Required, Previous).
PSY-209	Dementia: Awareness Understanding Bp Cr	3	This course defines dementia and identifies characteristics of Alzheimer's disease and related dementias. In addition, it examines the many different aspects of dementia: assessment and diagnosis, communication and behavior management, and end-of-life care. It also, focuses on best practices for care and provides practical resources for working with individuals with dementia that can be applied to professional careers in the field of geriatrics.	Take PSY-100 PSY-200. (Required, Previous).
PSY-210	Abnormal Psychology	3	This course examines abnormal personality development and psychopathology. Topics include etiology, diagnosis, prognosis and treatment of disorders.	Take PSY-100. (Required, Previous).
PSY-211	Fundamentals of Biopsychology	3	This course provides an introduction to biological bases of behavior in humans and animals. Topics include basic neuroanatomy, neurophysiology, information transmission, neuropathology, sensory-motor functions, biochemical processes, and psychopharmacology, with applications to human behavior and intervention.	Take PSY-100. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
PSY-212	Counseling & Communication Skills	3	The course is an integrated theory and practice approach to the study of communication styles, communication skills, basic counseling skills and elements of helping relationships. Students will explore the nature and dynamics of the helping encounter, develop interpersonal communication skills, and engage in opportunities for skill development through peer helping practice sessions.	Take 1 group (Take PSY-100 PSY-200 /Take PSY-202). (Required, Previous). Take PSY-200. (Required, Previous).
PSY-221	Child Psychology	3	This course examines the successive stages of growth and development from conception through adolescence. Topics include social, emotional, intellectual, moral, perceptual, behavioral, and physical development.	Take PSY-100. (Required, Previous).
PSY-222	Adolescent Psychology	3	This course examines learning and personality theory during adolescence with an emphasis on problems arising out of physical development, sensory changes, mental growth and emotional maturity.	Take PSY-100 PSY-200 or PSY-221. (Required, Previous).
PSY-246	Issues in Gerontology	3	This course is a survey of current social issues regarding the aging population. Topics such as social needs, delivery of services, legislation, advocacy, and ethics and legal issues will be covered.	Take PSY-100. (Required, Previous).
PSY-260	Death and Dying	3	This course is a survey of dying as a social act and includes examination of selected topics, social concepts and attitudes on death and dying, social methods of dealing with death, effects of death on social groups, demographic concepts, euthanasia, and legal aspects.	
PSY-285	Therapeutic Activities for the Elderly	3	This course is designed to acquaint students with various forms of activities structured to meet the physical, social, and intellectual needs of the aging population.	Take PSY-100. (Required, Previous).
PSY-299	Selected Topics in Psychology	3	This course provides students the opportunity to explore topics selected by the instructor. Course may be repeated if the topic changes.	
PSY-300	Addictions, Dynamics and Interventions	3	This course provides an introduction to the psychological, sociological and physiological dynamics of abuse, dependency, and addictions and an overview of counseling intervention models designed to help the student identify and become familiar with current counseling approaches in the treatment of addictions. May be taken for sociology credit.	
PSY-301	Educational Psychology	3	Study of the nature of learning, teaching relationships, individual differences, and the classroom as a social unit.	

Course Name	Long Title	Min Credits	Description	Requisites
PSY-303	Career & Vocational Counseling	3	Students will examine the role of psychology in career and vocational counseling by exploring the relationship between career choice and personality, the use of interest and aptitude assessment, and research related to vocational choice and career change.	
PSY-305	Health Psychology	3	Students will study the application of psychological principles to health and wellness. Topics will include illness perception and prevention, health enhancing and health compromising behaviors, the effects of stress on health, patient provider interactions, factors influencing utilization of health services and the management of chronic illness.	
PSY-306	Psychology of Special Populations	3	This course will examine the relationship between diversity and psychological processes of interacting with individuals who are different. Students will examine individual and societal perceptions of cognitive, emotional and physical disabilities as well as perceptions of the elderly. Issues of stereotyping, prejudicial beliefs and discrimination will be examined. The social, political and economic implications of the challenges and strengths of special populations will be examined.	
PSY-307	Family , School & Community Psychology	3	This course introduces students to the diverse needs of the child within the context of family, school and community. The interplay of culture, race, language and socio-economics are examined along with current family life issues (parent education and involvement, family and community lifestyles, child abuse and neglect). Students will determine their professional role as advocate in supporting the child and family through the identification of evidence-based practices. A review of resources available to effectively implement multi-tiered family, school, and community partnering in supporting the success of all students will be explored.	
PSY-312	Research Methods	3	This course is an examination of aims and methods of behavioral and social scientists. Topics include theory and practice in the techniques of scientific research and scientific writing.	Take PSY-100 PSY-111. (Required, Previous). Take PSY-111. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
PSY-313	Coaching & Positive Psychology	3	This course provides an introduction to the field of coaching with a focus on the application of Positive Psychology theory and techniques. Students will learn about the historical and theoretical foundations of coaching; the inter-relationship of the concepts of coaching, mentoring, counselling and training; and the role coaching plays in a variety of contexts. Topics to be covered include: coaching models, elements of a coaching session, basic coaching concepts of awareness & responsibility.	
PSY-314	Ethical Issues in Beh & Social Sciences	3	This course is a study of major current ethical and controversial issues in the behavioral and social sciences with emphasis on providing a framework for understanding and evaluating ethical issues analytically and critically. (Fall course)	Take PSY-100. (Required, Previous).
PSY-320	Experimental Psychology	3	This course focuses on fundamental techniques of psychological experimentation with an emphasis on scientific examination of processes underlying behavior.	Take PSY-100 PSY-111 PSY-312. (Required, Previous).
PSY-321	Group Processes	3	This course provides an introduction to group dynamics with focus on the theory and practice of group models in education, community health, and mental health settings. the course includes a review of best practices and ethics in group work, and opportunities for the student to examine personal behaviors in group interaction and to participate in group leadership (required course components).	# Take PSY-100 # Take PSY-200 PSY-202 or SWK-202. (Required, Previous). Take PSY-200. (Required, Previous).
PSY-322	Psychology of Personality	3	This course focuses on the study of personality including structure, dynamics and theoretical approaches, exploration of patterns of adjustment, and the methods of personality assessment.	Take PSY-100. (Required, Previous).
PSY-323	Psychology of Gender	3	This course provides an analysis of the male and female personality with special consideration given to biological, intellectual, motivational, and achievement characteristics.	
PSY-331	The Middle Adult Years	3	This course is a survey of the psychological and social aspects of middle adulthood. Topics include: perspectives and theories of adulthood, tasks and lifestyles of the young adult, transition to middle age with its tasks and characteristics, preparation for later maturity.	
PSY-341	Social Psychology of Aging	3	(For description see SOC 341).	Take PSY-100 SOC-100. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
PSY-350	Counseling Theory & Practice	3	This course is an integrated approach to the study of basic helping relationships utilizing theory, practice, and case applications; exploration of the nature and dynamics of the helping encounter in addition to strategies and interviewing techniques.	Take PSY-100 PSY-200 PSY-212. (Required, Previous).
PSY-370	History of Psychology	3	This course is a comprehensive investigation of historical antecedents of contemporary psychology. Philosophical roots and major theorists and paradigms are examined. Enrollment limited to juniors and seniors psychology majors.	Take PSY-100. (Required, Previous).
PSY-4000	Psychology-Capstone	3	This course provides psychology majors with an opportunity to reflect on their learning across the discipline and to integrate and apply research and theory in psychology to select topics.	Take 90 credits. (Required, Previous). Take PSY-210 PSY-212 PSY-312 PSY-314 PSY-321 PSY-303 PSY-305 PSY-306 PSY-307 PSY-313. (Required, Previous).
PSY-435	Psychology Practicum	3	This course is designed to afford senior psychology majors a practical experience in the application of psychological theory and research. With the recommendation of the psychology faculty and the approval of the program coordinator, students may work in a 40-hour-per-credit practicum opportunity. The practicum setting must provide a learning opportunity consistent with the learning outcomes of the program. Students must consult and meet with the program coordinator during the semester prior to the semester when the practicum will be completed to have the practicum site approved.	Take 90 credits. (Required, Previous).
PSY-437	Special Topics	3	Investigation of a selected topic or topics designed to integrate and deepen the students' comprehension and application of psychology.	
PSY-439	Independent Study	1	Qualified advanced students may arrange independent study in areas not covered by existing courses. Registration is with consent of involved faculty and approval of the Program Coordinator, the Dean of the School of Arts and Sciences, and the Provost and Vice President for Academic Affairs.	
PSY-450	Research Seminar	3	Research under the direction of a faculty mentor on a topic chosen by faculty and/or students. Work is reported orally and in writing.	Take PSY-312. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
PUB-100	Introduction to Public Health	3	This course will provide students will a broad overview of the field of public health in the United States and around the globe. Students will understand the purpose and breadth of public health and explore the impact it has on their own and others' lives. In addition, students will also be introduced to the people and organizations who do the work of public health and the challenges they face.	
PUB-200	Health Behavior and Health Education	3	This course will examine the relationship between behavior and health and explore the many factors that affect health behaviors including the social determinants. Health behavior theories will be explored to understand underlying causes of individual and community behavior. Students will explore strategies for affecting and changing behavior as a strategy for protecting or promoting health.	
PUB-210	Public Health Policy and Advocacy	3	In this course, students will examine the role of policy in health and healthcare, comparing systems of healthcare in the US and other countries. Students will learn strategies to influence health policy and act as advocates for public health.	
PUB-220	Community Needs and Capacity Assessment	3	Students will learn how to identify assets and needs in a community to facilitate the development of health education interventions appropriate for specific communities. Strategies for engaging community stakeholders and developing partnerships will be addressed.	
PUB-230	Environmental Health	3	Students will learn about the relationship between the physical environment and human health, and how environmental exposures impact communities. Strategies for affecting environmental health will be explored.	
PUB-240	Human Disease and Disease Prevention	3	In this course, students will examine common diseases affecting human populations around the globe and the biological processes that contribute to those diseases. Students will explore strategies to prevent common diseases. This course introduces concepts that will be explored in more depth in PUB 310 Introduction to Epidemiology.	
PUB-250	Health Communication Strategies	3	This course will provide students with an introduction to health communications. Students will learn how to develop and implement effective, accessible, ethical, and culturally appropriate health communications.	

Course Name	Long Title	Min Credits	Description	Requisites
PUB-300	Managing Public Health Organizations	3	In this course, students will review key public health organizations and compare systems of healthcare in the US and other countries. Public health management and leadership skills will be introduced, including those needed for implementing health interventions.	
PUB-310	Introduction to Epidemiology	3	In this course, students will develop an understanding of the field and methods of epidemiology. Students will examine disease surveillance systems around the world and explore strategies used to understand disease cause and spread and to improve population health.	# Take MTH-234 or PSY-111 # Take PUB-240, BIO-111 or BIO-121. (Required, Previous).
PUB-320	Research Methods for Public Health	3	Students in this course will examine quantitative and qualitative research methods commonly used in public health. Students will learn to critique and design public health research. An emphasis will be placed on ethics in research design and implementation.	Take MTH-234 or PSY-111. (Required, Previous).
PUB-330	Planning & Evaluating Public Health Interventions	3	In this course, students will integrate their understanding of human health, determinants of health, health data, research, and strategies to affect health into the development of health education and promotion interventions designed to meet the needs of communities. Students will learn how to how to develop an effective intervention to address the identified need, and how to design and implement an evaluation and use evaluation results to improve health. Limited to Public Health majors.	
PUB-480	Public Health Professional Seminar	3	This course provides students with an opportunity to examine the dimensions of professionalism in public health. Students will learn keys to professional success, including networking, navigating organizational culture, contributing to an effective team, responding to varied leadership styles, setting professional goals, seeking professional development, and preparing for the Certified Health Education Specialist Exam (CHES). During this course, students will identify their internship site for PUB 490, meet with their future internship site supervisor, plan their major internship project(s), prepare their internship learning agreement, and submit their internship proposal, specifying the scope and major projects of the internship. Limited to public health majors.	

Course Name	Long Title	Min Credits	Description	Requisites
PUB-490	Public Health Internship	3	The public health internship is an opportunity for public health majors to apply the skills and knowledge they have learned in their courses, form relationships with public health professionals in the community and polish their professionalism. Each student will spend approximately of 120 hours working in a public health organization in the community (10 hours/week for 12 weeks). Students' time at the internship site should be primarily spent doing the work of a public health professional. Students will be required to submit timesheets and reflection papers throughout the internship. Students must have a signed learning agreement with the internship site that has been approved by their advisor prior to beginning the internship.	Take PUB-480. (Required, Previous). Take PUB-495. (Required, Concurrent).
PUB-495	Public Health Grant Writing Capstone	3	This course is taken during the same semester as the internship. Course meetings will include time for students to discuss and reflect upon their internship experience. In addition, students will work in teams to apply their communication, planning and evaluation skills to the development and presentation of a grant proposal seeking funding for a health education or promotion intervention at an internship site or other community organization. Students will also review the content of the CHES exam and develop preparation strategies.	Take PUB-480. (Required, Previous). Take PUB-490. (Required, Concurrent).
RC-200	Introduction to Allied Health	2	The core component of the course will be an overview of basic medical terminology. Additionally, it will provide an overview of the health care system, the health care professional and issues related to basic safety, infection control techniques, fundamental ethical and legal considerations and basic patient care skills and procedures.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take CHM-111 or CHM-115. (Required, Previous or concurrent). Take RC-210 RC-230 RC-233 RC-234 RC-240. (Required, Concurrent).
RC-210	Medical Terminology	1	This course will provide an in-depth study of the terminology associated with the human body and specifically the respiratory system. Emphasis will be placed on the prefixes, suffixes and roots associated with terminology necessary to function in today's health care environment.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take CHM-111 or CHM-115. (Required, Previous or concurrent). Take RC-200 RC-230 RC-233 RC-234 RC-240. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-230	Respiratory Theory I	4	Study of the principles and theory in the administration of medical gases, humidity and aerosol therapy, lung expansion therapy, chest physiotherapy, and basic physical assessment. An overview of basic sciences applicable to respiratory care will also be provided.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take CHM-111 or CHM-115. (Required, Previous or concurrent). Take RC-200 RC-210 RC-233 RC-234 RC-240. (Required, Concurrent).
RC-231	Respiratory Theory II	3	This course will continue with the basic concepts of physical assessment and include cardiac assessment and basic pediatric and neonatal assessment. It will address basic concepts of pulmonary diagnostics and include: arterial blood gas analysis and pulmonary function testing.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take BIO-121. (Required, Previous or concurrent). Take RC-232 RC-241 RC-242 RC-250 RC-251. (Required, Concurrent).
RC-232	Respiratory Theory III	3	This course will serve as an introduction to the care and management of the patient's airway. Additionally, it will provide an introduction to the design, development, initiation, management and discontinuation of continuous mechanical ventilation.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take BIO-121. (Required, Previous or concurrent). Take RC-231 RC-241 RC-242 RC-250 RC-251. (Required, Concurrent).
RC-233	Respiratory and Cardiac Physiology	3	This course will provide in-depth coverage of the anatomy and physiology of the cardiopulmonary system. Particular emphasis will be placed on pulmonary mechanics, control of breathing and gas exchange. General characteristics of obstructive and restrictive lung disease will be addressed.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take CHM-111 or CHM-115. (Required, Previous or concurrent). Take RC-200 RC-210 RC-230 RC-234 RC-240. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-234	Respiratory Pharmacology	3	This course will address the principles of cardiopulmonary pharmacology. It will address pharmacological agents used in the care and treatment of common cardiac and respiratory disease and conditions. It will specifically cover the mechanism of action, dosages, indications, and hazards of common cardio-respiratory medications. Routes of administration and calculation of drug dosages will be addressed.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take CHM-111 or CHM-115. (Required, Previous or concurrent). Take RC-200 RC-210 RC-230 RC-233 RC-240. (Required, Concurrent).
RC-240	Respiratory Laboratory Procedures I	1	The application of principles and theory covered in RC 230 will be provided in a campus laboratory setting. Laboratory exercises will include: administration of medical gases, humidity and aerosol therapy, lung expansion therapy, chest physiotherapy, and basic physical assessment.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take CHM-111 or CHM-115. (Required, Previous or concurrent). Take RC-200 RC-210 RC-230 RC-233 RC-234. (Required, Concurrent).
RC-241	Respiratory Laboratory Procedures II	1	The application of principles and theory covered in RC 231 will be provided in a campus laboratory setting. Laboratory exercises will include: a continuation of practice in physical assessment of the adult, practice in cardiac assessment, basic pediatric and neonatal assessment and pulmonary diagnostics. Pulmonary diagnostic exercises will include: arterial blood gas analysis and pulmonary function testing.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take BIO-121. (Required, Previous or concurrent). Take RC-231 RC-232 RC-242 RC-250 RC-251. (Required, Concurrent).
RC-242	Respiratory Laboratory Procedures III	1	The application of principles and theory covered in RC 232 will be provided in a campus laboratory setting. Laboratory exercises will include: care and management of the patient's airway and extensive hands-on experiences with a variety of mechanical ventilators. Emphasis will be placed on set up, maintenance and adapting/modifying the ventilator to specific circumstances.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-231 RC-232 RC-241 RC-250 RC-251. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-250	Respiratory Clinical Practice I	3	The student will be placed in selected clinical sites to observe, practice and become proficient in the performance of skills, procedures and/or modalities addressed in the RC 230, RC 231, RC 240 and RC 241 courses. The specific competencies will entail: the administration of medical gases, humidity and aerosol therapy, lung expansion therapy, chest physiotherapy, and basic physical assessment.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-231 RC-232 RC-241 RC-242 RC-251. (Required, Concurrent).
RC-251	Respiratory Clinical Practice II	3	The student will be placed in selected clinical sites to observe, practice and become proficient in the performance of skills, procedures and/or modalities addressed in the RC 230, RC 231, RC 240 and RC 241. The student will continue observation, practice and competency development of administration of medical gases, humidity and aerosol therapy, lung expansion therapy, chest physiotherapy and basic physical assessment. Additionally, the student will observe, practice and develop competency in the care and management of the patient's airway as well as the set- up, maintenance and adapting/modifying of the ventilator to specific patient conditions and circumstances. Clinical competency of all designated procedures, skills, modalities is a requirement for graduation from this portion of the program.	Take BIO-108 BIO-108L CIS-101 ENG-101 MTH-136 PHY-111. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous).
RC-330	Advanced Respiratory Theory I	3	This course will address advanced topics in physical assessment of the adult, child and newborn. It will provide more detailed coverage of the care and management of pediatric and neonatal patient. Additionally, it will address the issues of pulmonary rehabilitation, and the role of the respiratory therapist in alternative sites such as skilled nursing facilities and home care.	Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take PSY-111. (Required, Previous or concurrent). Take RC-331 RC-340 RC-341 RC-350. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-331	Advanced Respiratory Theory II	3	This course will address advanced topics in critical care medicine. It will specifically cover advanced topics in airway care and management, hemodynamic monitoring and all phases of mechanical ventilation, to include: pneumatic, electric, microprocessor, fluidic, high frequency, and noninvasive ventilators.	Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take PSY-111. (Required, Previous or concurrent). Take RC-330 RC-340 RC-341 RC-350. (Required, Concurrent).
RC-332	Advanced Respiratory Theory III	3	This course will address advanced topics in the area of pulmonary diagnostics and advanced cardiology. It will specifically cover body phethysmography, methacholine challenge testing, cardio- pulmonary stress testing, brochoscopy, sleep studies and assisting in emergency interventions; such as, thoracentesis, chest tubes and advanced cardiac support.	# Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 PSY-111 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251 RC-330 RC-331 RC-340 RC-341 RC-350 # Take 1 courses; From Subject SEM # Take 1 courses; From Subject RS. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-334 RC-337 RC-342 RC-351. (Required, Previous or concurrent). Take ENG-200. (Required, Previous or concurrent).
RC-333	Respiratory Pathophysiology	3	This course will continue the work of the respiratory and cardiac physiology course (RC 233) and provide a more detailed account of selected cardio-respiratory diseases and conditions. It will specifically address: the definition, etiology, clinical manifestations, pathology, radiographic, diagnostic and laboratory findings, prevention, prognosis and treatment of common cardio- respiratory diseases and conditions. Emphasis will be placed on care plans and respiratory protocols.	Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251. (Required, Previous). Take PSY-111. (Required, Previous or concurrent). Take RC-330 RC-331 RC-340 RC-341 RC-350. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-334	Respiratory Research	3	This course will address the principles and practice of performing/conducting research. The course will help the student identify, review and intelligently describe the results of selected cardiopulmonary journals and articles, as well as culminate in the provision of a comprehensive research project. Additionally, it will address the following issues: health promotion, community service, ethical and professional issues, GMERCYU learning outcomes, critical concerns of Mercy, and core values of a distinctive Mercy graduate.	# Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 PSY-111 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251 RC-330 RC-331 RC-340 RC-341 RC-350 # Take 1 courses; From Subject SEM # Take 1 courses; From Subject RS. (Required, Previous). Take RC-332 RC-337 RC-342 RC-351. (Required, Previous or concurrent). Take ENG-200. (Required, Previous or concurrent).
RC-335	Respiratory Seminar	3	Discussion and presentation of professional issues and topics related to the field of respiratory care. Special emphasis will be placed on preparing students for employment by engaging in job selection process, personal needs assessments, resume writing, and interviewing skills. Additionally, the course will serve as a review and a preparation for the credentialing process. Extensive coverage of computerized clinical simulations and case studies will be provided.	# Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 PSY-111 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251 RC-330 RC-331 RC-336 RC-340 RC-341 RC-350 # Take 1 courses; From Subject SEM # Take 1 courses; From Subject RS. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-332 RC-334 RC-342 RC-351. (Required, Concurrent).
RC-336	Respiratory Pathophysiology	4	This course will continue the work of the respiratory and cardiac physiology course (RC 233) and provide a detailed account of abnormalities associated with the cardiopulmonary system. Selected cardio-respiratory diseases and conditions will be covered in considerable detail. It will specifically address the: definition, etiology, clinical manifestations, pathology, radiographic, diagnostic and laboratory findings, prevention, prognosis and treatment of common cardiorespiratory diseases and conditions. Emphasis will be placed on evidence-based medicine, care plans and respiratory protocols.	Take BIO-108 BIO-108L BIO-121 CHM-115 CIS-101 ENG-101 MTH-136 PSY-111 PHY-111 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-330 RC-331 RC-340 RC-341 RC-350. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-332 RC-342 RC-351. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-337	Respiratory Seminar-Capstone	4	Discussion and presentation of professional issues and topics related to the field of respiratory care. Emphasis will be placed on preparing students for employment as well as preparation for the credentialing process. Students will engage in the job selection process, inclusive of a personal needs assessments, resume writing, and interviewing skills. Additionally, extensive coverage of computerized clinical simulations and case studies will be addressed and critical thinking and independent decision making skills will be highlighted.	# Take BIO-108 BIO-108L BIO-121 CHM-115 CIS-101 ENG-101 MTH-136 PHY-111 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-330 RC-331 RC-340 RC-341 RC-350 # Take 1 courses; From Subject SEM # Take 1 courses; From Subject RS. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-332 RC-334 RC-342 RC-351. (Required, Previous or concurrent). Take PSY-111. (Required, Previous or concurrent). Take ENG-200. (Required, Previous or concurrent).
RC-340	Advanced Respiratory Lab Procedures I	1	The application of principles and theory covered in RC 330 will be provided in a campus laboratory setting. Laboratory exercises will include: advanced topics in physical assessment of the adult, child and newborn, care and management of the pediatric and neonatal patient, and equipment and procedures employed in pulmonary rehabilitation, skilled nursing facilities and home care.	Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-330 RC-331 RC-341 RC-350. (Required, Concurrent).
RC-341	Advanced Respiratory Lab Procedures II	1	The application of principles and theory covered in RC 331 will be provided in a campus laboratory setting. Laboratory exercises will include: airway care, all phases of mechanical ventilation, hemodynamic monitoring and advanced cardiology. Additionally, it will address assisting in emergency interventions; such as, thoracentesis, chest tubes and advanced cardiac life support.	Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take PSY-111. (Required, Previous or concurrent). Take RC-330 RC-331 RC-340 RC-350. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-342	Advanced Respiratory Lab Procedures III	1	The application of principles and theory covered in RC 332 will be provided in a campus laboratory setting. Laboratory exercises will include: advanced topics in the area of pulmonary diagnostics; such as, body plethysmography, methacholine challenge testing, cardio-pulmonary stress testing, bronchoscopy and sleep studies.	# Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251 RC-330 RC-331 RC-340 RC-341 RC-350 # Take 1 courses; From Subject SEM # Take 1 courses; From Subject RS. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-332 RC-334 RC-337 RC-351. (Required, Previous or concurrent). Take PSY-111. (Required, Previous or concurrent). Take ENG-200. (Required, Previous or concurrent).
RC-350	Advanced Respiratory Clin Practice I	2	The student will be placed in selected clinical sites to observe, practice and become proficient in the performance of skills, procedures and/or modalities addressed in the RC 330, RC 331, and RC 340 and RC 341. While skill development and refinement will continue for all previously covered topics, the focus of this course will be advanced topics in physical assessment of the adult, child and newborn, care and management of the pediatric and neonatal patient, equipment and procedures employed in pulmonary rehabilitation, skilled nursing facilities and home care, and advanced topics in the area of pulmonary diagnostics, bronchoscopy and sleep studies.	Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take PSY-111. (Required, Previous or concurrent). Take RC-330 RC-331 RC-340 RC-341. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RC-351	Advanced Respiratory Clin Practice II	3	The student will be placed in selected clinical sites to observe, practice and become proficient in the performance of skills, procedures and/or modalities addressed in the RC 330, RC 331, RC 340 and RC 341. While skill development and refinement will continue for all previously covered topics, the focus of this course will be: airway care, all phases of mechanical ventilation, hemodynamic monitoring, advanced cardiology, and assisting in emergency interventions; such as, thoracentesis, chest tubes and advanced cardiac life support.	# Take BIO-108 BIO-108L BIO-121 CIS-101 ENG-101 MTH-136 PHY-111 CHM-115 PSY-111 RC-200 RC-210 RC-230 RC-231 RC-232 RC-233 RC-234 RC-240 RC-241 RC-242 RC-250 RC-251 RC-330 RC-331 RC-340 RC-341 RC-350 # Take 1 courses; From Subject SEM # Take 1 courses; From Subject RS. (Required, Previous). Take PSY-202 or PSY-100. (Required, Previous). Take RC-332 RC-334 RC-337 RC-342. (Required, Previous or concurrent). Take ENG-200. (Required, Previous or concurrent).
RDS-100	Radiologic Technologist License	30		
RDS-300	Orientation/Introduction Radiologic Tech	2	This course is designed to provide an overview of the foundations in radiography and the practitioner's role in the health care delivery system. Principles, practices and policies of the health care organization(s) are examined and discussed in addition to the professional responsibilities of the radiographer. An overview of program policies, functional components of healthcare delivery systems and radiology administration are also introduced.	
RDS-301	Patient Care	3	This course is designed to provide the basic concepts of patient care, including consideration for the physical and psychological needs of the patient and family. Routine and emergency patient care procedures are described, as well as infection control procedures using standard precautions. The role of the radiographer in patient education is identified.	
RDS-302	Radiographic Proc I & Related Anatomy	3	This course will prepare the student to perform routine radiographic procedures of the chest, abdomen, upper extremities and shoulder girdle in the clinical setting. This will be accomplished by presentation of the required anatomy and discussion and demonstration of the radiographic positioning. The student will be assessed on competency on performance of the procedure in the laboratory setting.	

Course Name	Long Title	Min Credits	Description	Requisites
RDS-303	Principles of Exposure I	3	This course is designed to provide a knowledge base of factors that govern and influence the production and quality of radiologic images. Density, contrast, resolution (detail) and distortion are examined and factors influencing them are discussed. Accessory devices such as grids, filters and collimators will also be discussed. Critical thinking and problem solving skills will be utilized in the diagnosis and correction of technical errors. Lecture, demonstration and labs will be utilized so that students master imaging techniques based on sound principles and practices.	
RDS-305	Radiographic Procedures II	3	The student learns to perform routine radiographic procedures of the bony thorax, pelvis, and hip. This will be accomplished by presentation of the required anatomy and discussion and demonstration of the radiographic positioning. The student will be assessed on competency on performances of the procedures.	
RDS-306	Digital Image Acquisitions & Display	3	This course is designed to impart an understanding of the components, principles and operation of digital imaging systems found in diagnostic radiology. Factors that impact image acquisition, display, archiving and retrieval are discussed. Guidelines for selecting exposure factors and evaluating images within a digital system are explored. Principles of digital system quality assurance and maintenance are presented.	
RDS-307	Radiation Physics	3	This course provides the student with a comprehensive study of radiation physics covering atomic structure, electricity, magnetism, electromagnetic radiation, electric motors, operators, transformers, generators, rectification and the x-ray tube. Also includes an in depth study of the production of x-radiation and it's interaction with matter.	
RDS-308	Radiation Protection	2	This course presents the potential for biological damage caused by radiation and how to eliminate or reduce it. Radiation units and quantities are discussed as well as methods of measurement. Dose limits for operators and patients are discussed with emphasis on the ALARA concept. Genetic and somatic effects are described as well as policies and practices to insure safe radiation limits are maintained. Agencies responsible for standards are also discussed.	

Course Name	Long Title	Min Credits	Description	Requisites
RDS-309	Clinical Education II	2	Continuation of clinical education rotations in general radiography and fluoroscopy occur in this course. Observation and application of the principles and procedures introduced in general radiography and fluoroscopy are on-going throughout the course with opportunities for the student to perform initial competencies in the areas of the body that they have learned in the classroom and laboratory settings.	
RDS-310	Clinical Education III	3	Continuation of clinical experience rotations give the student the opportunity to gain knowledge and practice in performing the radiographic procedures learned in the classroom and laboratory settings. The student will continue to gain confidence in their skills. The student is required to demonstrate competency in the areas of the body that they have learned in the classroom and laboratory setting.	
RDS-311	Clinical Education I	2	Students participate in clinical education in an affiliate hospital performing procedures in accordance with the clinical competency evaluation system under direct supervision of a staff radiographer. Beginning rotations may occur at the front desk and transportation, as well as general radiography and fluoroscopy areas of the department.	
RDS-321	Ethics:medical Law;human Diversity	3	This basis of ethics and ethical behavior will be introduced, as well as, solving ethical dilemmas found in the clinical setting. An introduction to legal terminology and concepts will also be presented. Informed consent and proper documentation is presented. Human diversity is addressed with the idea of promoting better understanding of patients and their families in order to provide better patient care.	
RDS-4000	Registry Review Capstone	3	A culminating course for students in the Radiologic Technologic Program designed to prepare students for the American Registry of Radiologic Technologists (ARRT) examination in Radiography. Preparation for this examination is a crucial part of the Radiologic Technology program. Review of all sections of the examination will be reviewed utilizing learning aids from all previously taught courses in the professional curriculum as well as Radiography Prep workbooks and other preparatory learning tools. Students enrolled in this capstone course will discuss professional development and lifelong learning as it relates to healthcare. Research, image analysis and review of case studies will also be discussed.	

Course Name	Long Title	Min Credits	Description	Requisites
RDS-402	Radiographic Procedures III	3	This course will provide the student with the ability to perform spine,skull and facial bones studies in the clinical setting. Anatomy and positioning of the spine,skull and facial bones will be presented. In addition, instruction will be given about pediatrics, trauma and mobile exams. The student will be assessed as to competency on performance of the procedures in the laboratory setting..	
RDS-403	Radiation Biology & Protection	2	Principles of radiation biology, including the interaction of radiation with living tissue and the methods used to protect the patient, radiographer and others are the major topics covered within this course. Radiation effects on molecules, cells, tissues and the body as a whole are presented. Factors affecting biological response are discussed, including acute and chronic effects of radiation. An overview of protection is presented. Radiation health and safety requirements of federal and state regulatory agencies, accreditation agencies and health care organizations are incorporated.	
RDS-404	Advanced Imaging Techniques	2	This course is designed to provide radiography students with principles related to Computed Tomography (CT) imaging and sectional anatomy.	
RDS-406	Image Evaluation I	1	This course is designed so that the student may begin critical analysis of image quality based upon theories learned and practice under direct supervision.	
RDS-407	Clinical Education IV	3	Continuation of clinical education rotations gives the student the opportunity to gain knowledge and practice in performing radiographic procedures learned in the classroom and laboratory setting. The student will continue to advance in their skills and confidence. Competency exams are still in progress. The student slowly shifts to indirect supervision per JRCERT and program guidelines.	
RDS-408	Radiographic Pathology	3	This course is designed to provide the student with an introduction to pathology related to medical- surgical diseases and injury. Diseases that are demonstrated using radiographic procedures are the primary focus. The various modalities used to demonstrate pathologies are also discussed.	

Course Name	Long Title	Min Credits	Description	Requisites
RDS-409	Advanced Imaging Techniques II	3	This course is designed to enhance the knowledge base of general radiographic equipment requirements and design. Included topics include: Image intensification, viewing and recording systems, digital fluoroscopy, linear tomography, mobile units and AEC devices.	
RDS-410	Radiographic Procedures IV	2	Various forms of contrast media and its delivery are reviewed in this course. The procedures involving the digestive, urinary and biliary systems are studied in detail.	
RDS-411	Image Evaluation II	2	This course is designed so that the student may continue critical analysis of image quality based upon theories learned and practiced under direct supervision.	
RDS-413	Clinical Education V	3	Continuation of clinical education rotations gives the student the opportunity to gain skill in the procedures learned in the classroom and laboratory setting. At this point in time, the student should be confident in performing all basic radiographic procedures. Competency exams are still on progress. The student should be able to work under indirect supervision per JRCERT and program guidelines. Opportunities to rotate through advanced modality areas are often offered.	
RDS-415	Clinical Education VI	3	Continuation of clinical education rotations gives the student the opportunity to ensure that a broad knowledge and comfort level in performing all radiographic procedures under indirect supervision has been attained before graduation. The terminal competencies are completed at the conclusion of the semester if required.	
RDS-420	Pharmacology & Drug Administration	2	This course is designed to provide basic concepts of pharmacology. The theory and practice of basic techniques of venipuncture and administration of contrast agents and/or intravenous medications is included. The appropriate delivery of patient care during these procedures is emphasized.	
RDS-LICENSE	Radiologic Technology License	1	Pseudo course used to provide students with credit for a Radiologic Technology License.	
RS-000	Encountering Sacred Writings	3		
RS-101	Introduction to the Old Testament	3	Various religious themes are examined, such as covenant, messianism, eschatology, redemption and prayer. Students are encouraged to appreciate the various writing genres of Old Testament literature, such as its creation stories, prophetic literature, apocalyptic and wisdom motifs expressed in Hebrew poetry.	

Course Name	Long Title	Min Credits	Description	Requisites
RS-102	Introduction to the New Testament	3	Situating New Testament books within covenantal expectations is established as a foundation. The various genres of New Testament literature are explored, such as gospel writing, letters, and apocalyptic and theological history. Religious motifs from the various genres are selected for deeper analysis, such as justification in the Pauline letters.	
RS-105	Life and Meaning of Jesus	3	A portrait of the historical Jesus provides the foundation for the course. From this basis, various theological doctrines are studied, such as the nature of resurrection, explanations of redemption and salvation and the ecumenical implications of Christological statements.	
RS-111	History of Christianity	3	The course examines the development of Christianity from after the New Testament period until the present century. It will focus upon the major events, persons, and doctrines that have shaped this development and which also explain the current situation of separated churches within Christianity.	
RS-112	Sacraments and Spirituality	3	The relationship between the Christian spiritual life and the sacramental and liturgical life of the Church is examined. The differences between Protestant and Roman Catholic understandings of sacraments are explored for ecumenical implications. The course concludes with the implications of sacramental life for moral decision-making.	
RS-115	World Religions	3	The six major religions of the world, Hinduism, Buddhism, Judaism, Christianity, Islam and the Chinese religions are examined in a comparative manner. The course focuses on the historical developments of each religion and their respective treatments of common themes, such as sacred literature, moral behavior, salvation motifs and the role of prophetic figures.	
RS-120	Contemporary Moral Problems	3	The basic principles of Christian moral decision-making and their application to current issues are examined. Some contemporary moral issues discussed include sexual behavior, racism, sexism, just war theories, capital punishment, among others.	
RS-147	Christian Faith	3	This course examines the features of religious faith that are common to Protestant and Catholic Christianity. Basic Christian beliefs, characteristics of adult faith development, commitment to one's Christian faith in a contemporary world are treated in an ecumenically sensitive manner.	

Course Name	Long Title	Min Credits	Description	Requisites
RS-160	Religions in America	3	This course treats the major religions found in the United States today. Their historical developments and the large diversity of beliefs and practices are examined both in a critical manner and with their ecumenical implications.	
RS-165	Foundations of Christian Sprirtuality	3	Through an examination of the basic tenets of Christian faith, this course proceeds to explore the foundational elements of spirituality within a Christian context. Various themes, movements and figures from the Christian spiritual tradition across the centuries are examined and brought into dialogue with contemporary Christian living	
RS-200	Paul and His Theology	3	The life and missionary activities of Paul the Apostle are reconstructed from both biblical and non- biblical sources. While Pauline theology is examined mainly from the authentic Pauline letters, Pauline thought from the entire corpus of letters traditionally attributed to Paul is studied.	
RS-2000	Encountering Sacred Writings	3	This course introduces students to the issues involved in reading and understanding sacred texts, whether one reads texts as a believer or not. Given the nature of Gwynedd Mercy University, the biblical texts of the Old and New Testament form the core of the course. To provide comparisons and contrasts with the Judeo-Christian biblical tradition, some selective writings from other major religions will be examined in a limited manner.	
RS-201	Writings of John	3	The literature of Johannine Christianity, which includes a gospel, three letters and an apocalyptic work, is the primary subject matter of this course. Comparisons and contracts with the Synoptic tradition are also examined.	
RS-203	The Synoptic Gospels	3	The gospels of Mathew and Mark and the two-part work consisting of the gospel of Luke and Acts of the Apostles, provide the primary subject matter of the course. The Synoptic Problem of interdependence and the primary emphases of the Synoptic tradition are examined.	
RS-218	Meaning and Practice of Prayer	3	The three monotheistic religions, Judaism, Christianity and Islam, offer rich and varied approaches to prayer. The basic beliefs of these three major religions are examined in light of their unique approaches to prayer practices.	

Course Name	Long Title	Min Credits	Description	Requisites
RS-220	The Prophets	3	Because the prophetic literature of the Old Testament is so vast, this more specialized course treats biblical prophecy in detail. A survey of the books of the major and Minor Prophets forms the foundation of the course. Biblical prophecy and its relationship to messianic expectations are explored, as is the recurring issues of false vs. true prophets.	
RS-226	Social Spirituality	3	This course provides students with a scriptural, theological and spiritual base from which to examine contemporary social issues. Particular emphasis is given to the place of compassion in one's everyday life, such as organ donation. Contemporary topics of euthanasia and genetic engineering are also examined.	
RS-231	Bioethics	3	This course grounds its ethical foundation on the Judeo-Christian understanding of sanctity of life. Ethical principles and practices of decision-making, as influenced by the Roman Catholic moral tradition, are applied to specific medical-moral questions.	
RS-241	Theology of Suffering	3	As an exploration of the theological issues that arise in the face of human suffering, this course addresses questions about God and the human condition. Particular attention is given to various kinds of suffering, to how people find meaning in the face of suffering and to sources of hope within the Judeo-Christian tradition.	
RS-252	Contemporary Catholicism	3	After placing into a fuller context the Second Vatican Council of the Roman Catholic Church, this course examines the significant topics that have characterized more contemporary Roman Catholic discussions and aspirations since the Council ended in 1965.	
RS-256	Christian Feminism	3	The course examines the emergent Christian feminist movement in the churches and it examines the implications of feminist theology for all persons in the churches today, both in a critical and an appreciative manner.	
RS-264	Theology of Marriage and the Family	3	In Roman Catholic understanding, the family is the basic unit of secular society and is also essential to a proper self-understanding of the nature of the church. From biblical, ecclesial and pastoral perspectives, the course reflects upon the gift and challenges of committed love, parenting, widowhood, marriage breakdown and various roles of lay ministry. The church annulment process is examined, as are various pre-marriage preparation programs.	

Course Name	Long Title	Min Credits	Description	Requisites
RS-299	Selected Topics in Religion	3	This course offers a detailed study of a specialized subject area that will vary based on student/faculty interest. The topic, course structure and instructor will be announced prior to pre- registration. There are no prerequisites.	
RS-437	Special Topics	3	Specialized topics, not covered in the range of topics above are chosen by a professor for presentation on an ad hoc basis.	
RS-439	Independent Study	3	Qualified students may request an independent study in areas not covered by existing courses. Initial permission from the faculty member and from the chairperson of the humanities division and Vice President for Academic Affairs is required.	
RTS-100	Introduction to Radiation Therapy	3	This course will acquaint the student with the history of radiation therapy and the terminology associated with diagnosis, evaluation and treatment of the cancer patient as well as those terms that relate to radiation dosage and radiation protection. 3 hours' lecture/lab per week.	Take BIO-108 BIO-108L CIS-101 MTH-141 HS-100. (Required, Previous or concurrent).
RTS-101	Orientation to Clinical Education I	2	This course is designed to provide the aspiring radiation therapist with a general overview of the day-to-day activities in a modern radiation oncology department as well as observation of diagnostic imaging procedures pertinent to the practice of radiation therapy. 7.5 hours per day, 2 days per week. One-hour recitation is scheduled per week.	Take HS-100 RTS-100. (Required, Previous). Take RTS-107 RTS-308 PHY-111. (Required, Concurrent).
RTS-101R	Orientation to Clinical Education I		This recitation course is designed to compare and contrast clinical experiences observed by each aspiring radiation therapist during their clinical rotation, and is a component of RTS 101. The class meets one hour per week.	Take HS-100 RTS-100. (Required, Previous). Take RTS-101 RTS-107 RTS-308 PHY-111. (Required, Concurrent).
RTS-107	Principles of Medical Imaging	3	This course will introduce the student to the fundamentals of medical imaging. Topics covered include: various imaging modalities pertinent to radiation therapy, accessory equipment, body planes/sections, and digital imaging as it is related to radiation therapy procedures and related terminology.	Take RTS-100 HS-100. (Required, Previous). Take RTS-101 RTS-308 PHY-111. (Required, Concurrent).
RTS-110	Orientation to the Clinical Education II	3	Continuation of RTS 101 with emphasis on patient care, simulation and treatment procedures performed daily in the Radiation Oncology department. 8 hours per day, 5 days per week.	Take RTS-101 RTS-107 RTS-308 PHY-111. (Required, Concurrent).
RTS-200	Radiation Biology	3	This course covers cell biology and the biological effects of ionizing radiation on cells in culture, small animal models, and humans, including the factors that influence and determine cellular radio sensitivity. 3 lecture hours per week.	Take RTS-202 RTS-203 RTS-204 RTS-204R RTS-208 RTS-209 RTS-307. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RTS-202	Prin of Radiation Oncology Patient Care	2	This course will provide the student with concepts and principles of patient care to include: assessment and evaluation of patient vital signs; types of treatment reactions; care of treatment reactions; pharmacology; psychological needs of the patient; venipuncture; emergency care. 2 hours lecture/lab per week.	Take RTS-200 RTS-203 RTS-204 RTS-204R RTS-208 RTS-209 RTS-307. (Required, Concurrent).
RTS-203	Technical Radiation Therapy Principles	2	This course introduces the student to factors governing the choice of modality for treatment as well as principles of simulation. Also, includes factors affecting dosage delivery from both the physical and mechanical standpoint. 2 hours lecture.	Take RTS-200 RTS-202 RTS-204 RTS-204R RTS-208 RTS-209 RTS-307. (Required, Concurrent).
RTS-204	Clinical Education I	3	Orientation to the clinical area with particular emphasis on patient care, simulation techniques, treatment positioning, charting, and setting of treatment parameters on console. 8 hours daily, 3 days per week. One hour of recitation is scheduled per week.	Take RTS-200 RTS-202 RTS-203 RTS-204R RTS-208 RTS-209 RTS-307. (Required, Concurrent).
RTS-204R	Clinical Education I		This recitation course compares and contrasts the clinical experience the students observes and participates during their clinical experience, emphasis is on treatment procedures, simulation techniques and patient care. The class meets one hour per week as part of RTS 204.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-208 RTS-209 RTS-307. (Required, Concurrent).
RTS-208	Technical Radiation Therapy I	3	This course covers the technical aspects of radiation therapy treatment techniques, as well as a review of relevant clinical oncology. Includes: site specific simulation and treatment set-up parameters; treatment reactions; procedure specific treatment aids. 3 hours' lecture/lab per week.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-204R RTS-209 RTS-307. (Required, Concurrent).
RTS-209	Clinical Oncology I	1	This course covers the clinical aspects of radiation oncology and the multidisciplinary approach in the treatment of the cancer patient. Topics covered are: site specific epidemiology, etiology, clinical work-up and diagnosis, anatomy & physiology, histopathology, staging and grading, rationale for treatment selection and prognosis. 1.5 lecture hours per week.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-204R RTS-208 RTS-307. (Required, Concurrent).
RTS-303	Clinical Education II	3	The student therapist engages in the daily activities of the radiation oncology department while participating in the medical dosimetry, brachytherapy, treatment unit and simulation rotations. 8 hours per day, 3 days per week. One hour of recitation per week.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-208 RTS-209 RTS-307. (Required, Previous). Take RTS-303R RTS-304 RTS-305 RTS-306. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RTS-303R	Clinical Education II Recitation		This recitation course compares and contrasts the clinical experience the students observes and participates during their clinical experience, emphasis is on treatment procedures, simulation techniques and patient care. The class meets one hour per week as part of RTS 303.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-208 RTS-209 RTS-307. (Required, Previous). Take RTS-303 RTS-304 RTS-305 RTS-306. (Required, Concurrent).
RTS-304	Technical Radiation II	3	Continuation of Technical Radiation I. The technical aspects of radiation therapy treatment technique as well as a review of relevant clinical oncology are discussed. 3 lecture/lab hours per week.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-208 RTS-209 RTS-307. (Required, Previous). Take RTS-303 RTS-303R RTS-305 RTS-306. (Required, Concurrent).
RTS-305	Clinical Oncology II	1	Continuation of Clinical Oncology I. Clinical aspects of radiation oncology and the multidisciplinary approach in the treatment of the cancer patient are discussed. 1.5 lecture hours per week.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-208 RTS-209 RTS-307. (Required, Previous). Take RTS-303 RTS-304 RTS-306. (Required, Concurrent).
RTS-306	Applied Radiation Physics I	3	This course covers the basic principles of classical and modern physics including atomic structure, electrostatics, electrodynamism, magnetism and electromagnetism. Concepts of matter and energy interactions and radionuclide decay, principles of radiation protection and radiation oncology treatment modalities are discussed. 3 lecture hours per week.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-208 RTS-209 RTS-307. (Required, Previous). Take RTS-303 RTS-303R RTS-304 RTS-305. (Required, Concurrent).
RTS-307	Principles of Medical Dosimetry	3	This course covers basic calculations in detail, methods of contouring, beam modifying devices and immobilization aids. The student is instructed in all aspects of treatment planning to include contouring, hand-drawn isodose summations and calculations of dose. This is augmented by computerized treatment planning in the clinical area. 3 lecture hours per week.	Take RTS-200 RTS-202 RTS-203 RTS-204 RTS-204R RTS-208 RTS-209. (Required, Concurrent).
RTS-308	Cross-Sectional Anatomy	2	This course will introduce the students to the cross-sectional and topographic anatomy of the specific body systems and will discuss the relevance to the practice of radiation therapy. 2 lecture hours per week.	Take RTS-100 HS-100. (Required, Previous). Take RTS-101 RTS-107 PHY-111. (Required, Concurrent).
RTS-320	Clinical Education III	3	The student therapist engages in the daily activities of the radiation oncology department while participating in treatment unit, simulation, mold room and patient care rotations. 8 hours per day, 4 days per week	Take RTS-303 RTS-303R RTS-304 RTS-305 RTS-306 RTS-307. (Required, Previous or concurrent). Take HS-208. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RTS-400	Technical Radiation Therapy III	1	Continuation of Technical Radiation Therapy II. The technical aspects of emerging radiation therapy techniques and adjuvant therapies are discussed. 1.5 lecture/lab hours per week.	Take RTS-320 HS-208. (Required, Previous). Take RTS-402 RTS-403 RTS-404 HS-305. (Required, Concurrent).
RTS-4000	Capstone Res Project	3	A research course for students designed to demonstrate understanding of the malignant process and its control. Students will be required to research a randomly selected malignancy, write a paper and give an oral presentation on the subject to their classmates and the radiation therapy program faculty. Additionally, they will write a reflection paper of the experience and how it will impact the practice of their profession and their patients. 3 hours per week.	Take RTS-400 RTS-402 RTS-403 RTS-404 HS-305 PSY-111. (Required, Previous). Take RTS-406 RTS-407 RTS-408 RTS-410 HS-403. (Required, Concurrent).
RTS-402	Applied Radiation Physics II	3	Sequential continuation of Radiation Physics I, dealing with quantity and quality of ionizing radiation. Physical concepts of radiation dosimetry are covered in detail as well as methods of calibration of treatment equipment. 3 lecture hours per week.	Take RTS-320 HS-208. (Required, Previous). Take RTS-400 RTS-403 RTS-404 HS-305. (Required, Concurrent).
RTS-403	Clinical Education IV	3	The student therapist engages in the daily activities of the radiation oncology department while participating in treatment unit, simulation, dosimetry and brachytherapy rotations. 8 hours per day, 3 days per week.	Take RTS-320 HS-208. (Required, Previous). Take RTS-400 RTS-402 RTS-404 HS-305. (Required, Concurrent).
RTS-404	Advanced Medical Dosimetry	2	This course covers dosimetry of complex treatment planning and brachytherapy. Topics include: 3- D treatment planning, TBI, electron beam IMRT and irregular field calculations. 2 lecture hours per week.	Take RTS-320 HS-208. (Required, Previous). Take RTS-400 RTS-402 RTS-403 HS-305. (Required, Concurrent).
RTS-406	TQM in Radiation Oncology	1	This course will discuss the development and implementation of quality control programs in providing quality patient care. 15 lecture hours.	Take RTS-400 RTS-402 RTS-403 RTS-404 HS-305 PSY-111. (Required, Previous). Take RTS-407 RTS-408 RTS-4000 RTS-410 HS-403. (Required, Concurrent).
RTS-407	Clinical Education V	4	The student therapist engages in the daily activities of the radiation oncology department while participating in quality assurance, quality management, advanced treatment techniques, simulation and brachytherapy rotations. 7.5 hours per day, 4 days per week	Take RTS-400 RTS-402 RTS-403 RTS-404 HS-305 PSY-111. (Required, Previous). Take RTS-406 RTS-408 RTS-4000 RTS-410 HS-403. (Required, Concurrent).
RTS-408	Applied Physics of Adv Treatment Tech	2	This course will cover the physics of advanced radiation oncology procedures. Topics include: HDR brachytherapy, stereotactic radiosurgery, TBI, CT simulation, conformal radiation therapy and advanced treatment techniques. 2 lecture hours per week.	Take RTS-400 RTS-402 RTS-403 RTS-404 HS-305 PSY-111. (Required, Previous). Take RTS-406 RTS-407 RTS-4000 RTS-410 HS-403. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
RTS-410	Capstone Seminar in Radiation Therapy	2	A review of radiation therapy concepts included in the American Registry of Radiologic Technologists certifying examination. Concepts covered include: radiation protection, quality assurance, treatment planning and delivery, and patient care, management and education. Students are required to successfully complete a comprehensive examination in radiation therapy to complete their program of study as well as submit a portfolio of their work. 3 lecture hours per week, 8 weeks.	Take RTS-400 RTS-402 RTS-403 RTS-404 HS-305 PSY-111. (Required, Previous). Take RTS-406 RTS-407 RTS-408 RTS-4000 HS-403. (Required, Concurrent).
RTS-LICENSE	Radiation Therapy License	1	Pseudo course used to provide transfer Radiography students with credit for an American Registry of Radiologic Technologists (ARRT) License.	
SCI-100	The Environment	3	This course is designed to make the student aware of the environment in which we live and its impact on the quality of life. Human influence on the environment will also be examined. 3 lecture hours per week. Not accepted as credit towards the biology major.	
SCI-105	The Science of Forensics	3	An introduction to the principles of physics, chemistry and biology, illustrated with laboratory experiences and examples from the field of forensics. Emphasis is on the scientific foundations of forensic investigation. 2 lecture hours and 2 laboratory hours per week. Not accepted as credit towards the biology major.	
SCI-2000	From Telescope to Microscope	3	This course is a scientific look at the natural world through the lens of social responsibility, considering the interrelationship of science, mathematics and technology in light of our stewardship of the universe and of each other. This course is research and writing intensive. Not accepted as credit towards the biology major.	Take ENG-101. (Required, Previous).
SCI-299	Selected Topics in Science	3	A study of a specialized subject area which may vary based on student/faculty interest. For non- major students only. The topic, course structure and instructor will be announced prior to pre-registration. There are no prerequisites.	

Course Name	Long Title	Min Credits	Description	Requisites
SCI-4000	Planet Earth	3	This course examines the relationship between Planet Earth and its inhabitants. Drawing from the fields of astronomy, geology, meteorology and environmental science, the course looks at Planet Earth through the lens of social responsibility; it considers the interrelationship between the physical characteristics of the planet and the characteristics and welfare of its inhabitants in light of our stewardship of the universe and of each other. The course is research- and writing-intensive. Three credits - three lecture hours per week.	Take ENG-101 CHM-151 CHM-152 BIO-203 BIO-204 PHY-241 PHY-242. (Required, Previous).
SEM-111	Women and the Many Faces of Imprisonment	3	This course focuses on women which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism and immigration. Students will learn about the many ways in which women are imprisoned by the social conditions of our time: poverty, food insecurity, domestic violence, human trafficking and incarceration. The course will examine the experience of women and those whom the love, particularly their children. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-112	Sustainability	3	Sustainability is the ability of a system to continue to function as it is. In terms of human society on planet Earth, sustainability is the ability of humans to survive in their surrounding environment. This course provides an overview of the considerations and problems of sustainability in our modern society. Sustainability and resilience will be studied in terms of science, society, economics, morality, and culture. Students will be required to use critical thinking in a dynamic systems context to discuss the diverse aspects of sustainability. In-depth discussions will be held on the topics of globalization, finite resource depletion, ecosystem degradation, social justice, education, climate change, energy, and diversity. Readings and lectures will be used to lay the foundations of knowledge, while discussions will allow students to explore their own opinions of sustainability problems and their potential solutions. During the last few weeks of class, students will work together to form step-by-step solutions to several modern issues. This course focuses on Earth, which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-113	Non-Violent Change in the Digital Age	3	Our current Digital World has brought extraordinary technological advances to our world and life. It offers the opportunity for change through nonviolent action both in personal and global terms. This course will provide an overview of how one navigates toward a global sense of identity that embraces compassion and respect for others through nonviolence. Students will read and discuss how digital means can be used to initiate change on both personal and macro levels. This course focuses on non-violence, one of the five critical concerns of the Sisters of Mercy: Earth, non-violence, racism, immigration, and women. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-114	Childhood Obesity	3	This seminar course will lead participants through an in-depth examination of the issue of childhood obesity in the United States. It will take a multidisciplinary approach, examining the issue's history, contributing factors, layers of implications (physical, psychological, educational, and economic) for both individuals and communities, and the effectiveness of current intervention programs. The work will culminate in a final project in which students design a comprehensive and innovative intervention plan. The class will highlight the unique impact of childhood obesity on the Latino community in the United States. In doing do, the course will focus on immigration, one of the five critical concerns of the Sisters of Mercy: Earth, non-violence, racism, immigration, and women. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-115	Examining 'Post-Racial' America	3	This interactive, multi-media course will examine the idea and feasibility of the post-racial America concept through a cultural and political lens, and will challenge students to develop and write about their own related theory/belief system based on readings, videos, in-class or online discussions covered in the course. The following topics will be covered: 2016 Presidential Election, Tea Party Movement, Black Lives Matter, #OscarsSoWhite Campaign, White Privilege, race blindness. This course focuses on racism, one of the five critical concerns of the Sisters of Mercy: Earth, Immigration, Non-violence, Racism, and Women. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-116	Immigration & Criminal Justice System	3	Students take a historical journey through the evolution of immigration laws and how the criminal justice system has often been used to enforce these policies. Starting with early laws like the "Alien and Sedition Act" to more contemporary policies such as the Sanctuary movement, 287 g contracts, and DACA students will examine the reasons for these policies, as well as the intentional and unintentional consequences to undocumented, and documented immigrants their families, the criminal justice system and the community as a whole. This course addresses immigration and racism, which are two of the five critical concerns of the Sisters of Mercy. This course meets the University's definition of writing intensive. Pre-requisite: ENG101	Take ENG-101. (Required, Previous).
SEM-118	Psychology of Non-Violence	3	This SERVICE LEARNING hybrid course will present the issues of interpersonal (domestic/sexual) and intrapersonal (self-injury/suicide) violence through a psychological lens with a special focus on mental health, social justice, advocacy for affected populations, and strategies for the promotion of non-violence. As a service-learning course, students will research related topics, create and present advocacy plans, and engage in a minimum of 12 meaningful direct or indirect service hours in support of populations affected. Students must obtain clearances at the start of the semester to be able to complete direct service hours with off-campus Community Partners (PA criminal History, Child Abuse, and FBI). Indirect service hours with on and off-campus Community Partners may also require students to have clearnances. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-162	Rise of Atlantic World	3	Through a careful analysis of primary sources and interpretive essays, this course examines developments in the Atlantic World across four continents (Europe, Africa, North America, and South America) throughout the period from about 1450 to about 1830. It takes a comparative cross-cultural and transnational approach that emphasizes ideas and institutions. Some of the topics covered are: the origins of the Atlantic world; European colonial expansion; the Columbian exchange; migrations of peoples; Atlantic economies; religion, culture, and society; imperial conflicts; and independence movements. A colloquium approach is used rather than a lecture format. Students will actively read, reflect upon, and respond to course material. This course focuses on Racism, which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-163	Immigration & Ethnicity in Amer. History	3	Through a careful analysis of primary sources and interpretive essays, this course examines the history of the United States as an experience of immigration and ethnicity from the colonial period to modern times. It takes a comparative cross-cultural approach that emphasizes identity, ideas, and institutions. Some of the topics covered include: settlers, servants, and slaves; citizenship and migration; European migration and national expansion; national citizenship and federal of immigration; colonialism and migration; immigrant incorporation, identity, and nativism; and patterns of inclusion and exclusion. A colloquium approach is used rather than a lecture format. Students will actively read, reflect upon, and respond to course material, rather than merely receive information that is presented to them. This course focuses on immigration, which is one of the five Critical Concerns of the Sisters of Mercy: earth; nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-164	Capitalism & Socialism in Modern Britian	3	This course examines the tension in the search for economic freedom and for economic justice in the modern era through the complex rivalry between capitalism and socialism. It focuses on Great Britain, where capitalism became formalized in Adam Smith's Wealth of Nations and where various efforts to create socialist societies have been made. As a signature seminar course, it addresses the broader value of social justice, engaging the specific critical concern of immigration (opportunity v. exploitation). This course requires travel to Great Britain during the first week of January 2019, with scheduled visits to sites related to Adam Smith in Edinburgh; Robert Owen's utopian community at New Lanark, near Glasgow; the Mercy Heritage Centre in Bermondsey, London; and Karl Marx's grave in London.	Take ENG-101. (Required, Previous).
SEM-165	Peacemaking Past & Present	3	This course examines ideas and efforts from the ancient past to the present day aimed at promoting and maintaining peace within and among societies. It emphasizes the diversity of approaches to peacemaking and how those approaches intersect with political, cultural, economic, scientific, and other contexts. This course focuses on nonviolence, which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-191	Psychology of Spirituality	3	This course draws on an interdisciplinary approach to explore various spiritualities with a particular focus on women in the context of psychological and developmental theory and research. It examines the relationship between psychology, religion, and spirituality as well as various spiritual practices. This course focuses on Women, one of the five critical concerns of the Sisters of Mercy: women, non-violence, earth, anti-racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-192	Middle East Conflict: Exile & Belonging	3	This course focuses on the Middle East conflict in exploring issues and dynamics of exile and belonging in Israel and Palestine through the lens of religion. In exploring these issues and dynamics, we will examine alternative ideas and perceptions, particularly, contemplation of non- violence in this conflict. This will open up different ways to consider the religious problems of exile and belonging in regard to co-existence in Israel and Palestine. The course focuses on non- violence, one of the five critical concerns of the Sisters of Mercy: women, non-violence, earth, anti- racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-213	Literature & Environment	3	This course explores the human connection to the natural environment, in mostly British and American literature from the eighteenth through twentieth centuries. This exploration will combine readings in fiction, poetry, and non-fiction sources to understand better our connection to the world around us and our function within it. In addition to exploring this in literature, students will be asked to develop and express an understanding of their own connection to the environment and the choices they make about it, based on the value systems studied. This course focuses on the earth, one of the five critical concerns of the Sisters of Mercy: women, non-violence, earth, anti-racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-214	Divas of Music: From Bingen to Beyonce	3	This course is an interdisciplinary survey of the history of women in music, illuminating the contribution of women composers, conductors, patrons, and performers and the ways in which they have influenced Western and American musical traditions (including classical and popular music). Some key figures to be covered will include Hildegard von Bingen, Fanny Mendelssohn Hensel, Clara Schumann, Nadia Boulanger, Marian Anderson, Madonna and Beyonce. The course will investigate depictions of women in music as well as culture, reinforcing one of the five critical concerns of the Sisters of Mercy: women, non-violence, earth, anti-racism, and immigration. The course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-215	The Bible as Literature	3	This course explores the Bible as a work of literature, including its mythical, historical and cultural contexts, using appropriate critical concepts. Readings will be in the major books of the Old and New Testaments (New Revised Standard Version). This course focuses on women, one of the five critical concerns of the Sisters of Mercy: women, non-violence, earth, anti-racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-216	Role of Women in the Graphic Novel	3	This course examines the roles and representations of women in graphic novels from the comic book archetypes to complex female characters and contemporary authorial voices. This course focuses on women, one of the five critical concerns of the Sisters of Mercy: women, non-violence, earth, anti-racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-217	Conflict & Peace in Science Fiction	3	This course introduces students to the genre of science fiction literature and its unique ability to examine social, ethical, and cultural issues by placing them outside reality. Students will explore a variety of science fiction works, both literary and film, focusing on issues of non-violence. The speculative nature of the genre allows writers to depict how alternate or future histories deal with issues of violence, conflict, and peace. Can these works offer audiences a new vision of how we might approach these same issues on our home planet? This is one of the questions we will explore in this course. This course focuses on non-violence, which is one of the five critical concerns of the Sisters of Mercy: Earth, non-violence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-218	Women in the Christian Scriptures	3	This seminar explores the Bible's New Testament as a literary and spiritual text, including its mythical, historical, theological, and cultural contexts, using appropriate critical concepts. Readings are in the major books of the New Testament (New Revised Standard Version). We will have a particular focus on women of the New Testament and the parts they play in the text, exploring also scholarly research on several related topics.	Take ENG-101. (Required, Previous).
SEM-220	The Ethics and Politics of Capitalism	3	This is a course that explores the religious and philosophical underpinnings and moral implications of contemporary capitalism and its relationship to human flourishing and human suffering.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-315	Personal Finance	3	This course introduces the student to the subject of personal finance and the importance of financial planning. The course intends to raise student awareness of the many financial challenges that will affect their lives. Proper preparation will be the focus. Key areas of credit management, insurance and retirement planning will be included the topics covered. The course will emphasize the value of short and long-term financial planning. This course focuses on sustainability/earth which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-316	Wonder Women: Guardians for Galaxy & You	3	This course will explore the seven themes of Catholic Social Teaching: Life and Dignity of the Human Person, Call to Family, Community, and Participation, Rights and Responsibilities, Option for the Poor and Vulnerable, the Dignity of Work and the Rights of Workers, Solidarity And Care for God's Creation along with the Critical Concern of the Sisters of Mercy. It will focus on non- violence, which is one of five critical concerns of the Sisters of Mercy: Earth, Immigration, Non-Violence, Racism, and Women. This focus will be achieved through the study of prophets and stories of nonviolence and how "you" can make a difference through purposeful actions and choices in your chosen career. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-317	Happy and Healthy! For Whom?	3	This course will explore the health disparities that exist in healthcare delivery systems and community-based organizations throughout the country. Through the study and understanding of at-risk populations, public health policy, and geographic location, this course will show "The Corner of Happy and Healthy" is far out of reach for those communities embedded in poverty and violence. This course focuses on racism, one of the five critical concerns of the Sisters of Mercy: Earth, immigration, Non-Violence, Racism, and Women. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-318	Leadership: a Question of Chromosomes?	3	This course will introduce students to theories of leadership with a special emphasis on women. In a world traditionally dominated by male leadership, this course will explore the challenges and prejudices that women face when seeking and attaining leadership roles that often call for nonconventional and radical approaches. This course will introduce both historical and contemporary women who have adapted theories of leadership, through determination and grit, which has paved the way for the mantra "the future is female." The course addresses the Sisters of Mercy critical concern of women and meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-361	Embracing Indiv W Sp Needs Prof Practice	3	Current trends require the development of strategies and services to meet the needs of the growing adult populations of special needs individuals who live in the mainstream community. Meeting these needs presents unique challenges. This course focuses on the understanding, inclusion, and appreciation of people with special needs and their families in order to support the integration of people with disabilities into community life. The objectives provide for evidence- based practices that allow professionals to best meet the needs of these individuals and their families in a variety of disciplines. Since this course focuses on increasing the quality of life for an often oppressed segment of our society, it addresses the critical concern of non-violence of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-362	Personal/Profess Ethics Mercy Perspectiv	3	This course will focus on both personal ethics, how one lives one's life, and professional ethics, how one functions in his/her professional career. This will all be discussed through a Mercy perspective. Students will explore how a personal code of ethics is developed and how one lives out that personal code. This course will also explore codes of ethics for multiple disciplines/professions and their impact on how one functions in his/her profession. This course focuses on Nonviolence, which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-363	Critical Consciousness-Understand Oursel	3	Living with a critical consciousness requires that we are able to examine our personal lives as well as the political, social, religious, and psychological contexts in which we find ourselves. Through an interdisciplinary course of study participants will view the disciplines of science, literature, history, education as means by which both we and the world have been constructed. Students will play an active part in the class through reading, reflecting, and responding to course material. This course focuses on Racism, which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-364	Spirituality of the Child	3	This course explores spirituality from the developmental, creative, and present-moment perspective of the young child, with particular focus on the works of Robert Coles, Aline Wolf, and various peace educators. Concentrating on the child as spirit-in-action, we explore creativity, acceptance of difference, and non-violence as elements of childhood development that are in need of nurturing. Through our own spiritual awareness and the use of practical activities, we adults can foster this natural development of spirit in children. This course focuses on non- violence, one of the five critical concerns of the Sisters of Mercy: Earth, Immigration, Non-violence, Racism, and Women. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-407	Human Trafficking	3	This course draws on the work of Viktor Frankl and uses a philosophical lens to explore human trafficking in its assault on human dignity, human rights and human flourishing. We will do this through the historical, social, political and economic contexts of human trafficking. This course focuses on Women, which is one of the five concerns of the Sisters of Mercy: Women, earth, nonviolence, racism and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-453	Caring & Human Experience in Society	3	This course explores the experience of human caring through the contributions and perspectives of multiple scholars, utilizing a multicultural lens. Nonviolence, one of the Critical Concerns of the sisters of Mercy, is a central focus. Students will engage in complex examination of the meaning of human caring and human responses. Human Caring Science, humanities-based learning activities and an interdisciplinary approach will be incorporated. Critical thinking, creativity, empathy and personal development will be emphasized. This course focuses on Nonviolence, which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-454	Global Learning: Why Does It Matter?	3	This course explores global learning through a multifaceted lens incorporating a variety of social, cultural, historical, economic, ethical and political perspectives. The implications of these perspectives as well as the interconnectivity of all humanity are addressed. Selected local and global challenges are discussed. The requisite knowledge, attitudes and skills for living in a global, humane world are emphasized. This course focuses on Earth, which is one of the five critical concerns of the Sisters of Mercy: Earth, nonviolence, women, racism, and immigration. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SEM-455	Women in Science	3	This course focuses on the critically important contributions made by women scientists of past and present. Special emphasis will be placed on those women awarded the Nobel Prize for scientific accomplishments in their disciplines. Students will acquire an appreciation of the professional obstacles circumvented by these courageous innovators who have significantly impacted the realm of the scientific world. Science and technology are often considered to be the forte of men. However, the numerous gifted women scientists highlighted in this course are credited with crucial contemporary discoveries and inventions and are recognized by their communities of interest within the world of science. This course will also explore the influence exerted by women scientists in their ongoing contributing roles in shaping future generations of women in science. This course focuses on one of the five critical concerns of the Sisters of Mercy of the Americas, women, earth, non-violence, racism, immigration, namely earth and being merciful stewards of mother earth through responsible scientific practices. This course meets the University's definition of writing intensive.	Take ENG-101. (Required, Previous).
SEM-460	Environmental Feminisms	3	This course explores the nexus between women and nature. The connection between gendered oppression and environmental destruction has been demonstrated for decades. This course goes beyond ecofeminist theorizing to explore the current problems and practical applications related to universal equality and environmental justice. Students will be encouraged to explore intersectional, decolonizing, and non-dualistic ways of thinking about environmental feminist concerns. Academic and creative writing skills will be utilized to express students' ideas and hopes for a sustainable and socially just future. This course focuses on Women, which is one of the five critical concerns of the Sisters of Mercy: Earth, Nonviolence, Women, Racism, and Immigration. This course meets the University's definition of writing intensive. ENG101 is a pre-requisite.	Take ENG-101. (Required, Previous).
SOC-100	Principles of Sociology	3	Analysis of basic structures of human societies in order to understand human social behavior in the modern world and in one's own society with emphasis on social institutions and social change.	

Course Name	Long Title	Min Credits	Description	Requisites
SOC-101	Social Problems	3	Analysis of social factors in the persistent problems of disorganization, conflict, and culture lag. Attention to problem resolution and social policies.	Take SOC-100. (Required, Previous).
SOC-102	Introduction to Criminal Justice	3	(Cross-referenced - for description see CRJ 102.)	
SOC-120	Cultural Anthropology	3	Investigation of nature and function of human culture with stress on interrelationship of social institutions within cultural systems and emphasis on operation of them in non-Western societies.	Take SOC-100. (Required, Previous).
SOC-150	Social Psychology	3	(Cross-referenced - for description see PSY 150.	
SOC-2000	Society and Global Diversity	3	This course is designed to expand students' understanding of the social and psychological dimensions of global communities, while learning to relate and interact with those of different viewpoints and experiences. Topics of diversity and community will be explored in light of Mercy values, such as "dignity of each person" and "social responsibility".	Take ENG-101. (Required, Previous).
SOC-201	Introduction to Human Services	3	This course will present an overview of the elements which define human services. The history of human services, values, and ethics will be discussed. Basic counseling techniques and an overview of the various agencies of human services will be covered providing a strong overview of generalist human services practice. This course requires a short social service volunteer experience. (Fall semester only)	Take SOC-100. (Required, Previous).
SOC-203	History & Culture of New Orleans	3	New Orleans is an American city unlike any other in the United States. Because of its location at the mouth of the Mississippi River, New Orleans became the most cosmopolitan city in the country in the late 1800s. As a result, the city became a culture unto itself through its Creole food, its language, and through its blend of cultural music that became Jazz. This course will explore the culture of New Orleans and what makes it unique through a study of food, music, architecture, Mardi Gras, and geography, as well as its dark side of the slave trade and red light district known as Storyville. This course consists of 12 hours of classroom instruction on campus and six days in New Orleans with tours, museums, a cooking demonstration, and many jazz venues. Additional fees for travel and accommodations apply to this course.	
SOC-241	Marriage and Family Systems	3	(Cross-referenced - for description see HIS 240.	
SOC-246	Issues in Gerontology	3	Survey of current social issues regarding the aging population. Topics such as social needs, delivery of services, legislation, advocacy, and ethics and legal issues will be covered.	Take SOC-100. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SOC-260	Death and Dying	3	Survey of dying as a social act; examination of selected topics; social concepts and attitudes on death and dying; social methods of dealing with death, effects of death on social groups, demographic concepts, euthanasia, legal aspects. (May be taken for psychology credit.)	
SOC-280	Ethical Issues in the Beh & Soc Sciences	3	(For description see PSY 280.)	
SOC-299	Selected Topics in Sociology	3	This course provides students the opportunity to explore topics selected by the instructor. Course may be repeated if the topic changes.	
SOC-300	Addictions, Dynamics and Interventions	3		
SOC-303	Policy & Social Change	3		
SOC-308	The Good Society	3		
SOC-311	Sociology of Medicine	3	Examination of the social organization of modern science-based medicine. Emphasis on health and disease as social processes influenced by social roles, community factors and cultural values.	
SOC-321	Group Processes	3	(for description see PSY 321)	
SOC-330	The Healing Journey	3	(For description see PHL 330.)	
SOC-331	The Middle Adult Years	3	(For description see PSY 331.)	
SOC-335	Human Service Administration	3	Students will learn management and administration skills to prepare them for work in human service agencies. Course will examine the various agencies composing the human service delivery system and their administrative needs, such as hiring, state and federal regulations, and team building. Areas of study will include planning, goal setting, decision making, leadership, conflict resolution, budgeting, and fiscal management.	
SOC-338	Global Perspectives on Women	3	This course explores women's issues in international law and policy, in third world development, and in cross-cultural and multi-cultural contexts.	
SOC-341	Social Psychology of Aging	3	Study of the social definitions of and responses to aging as they relate to personal adaptation, changing family patterns, quality of life issues, retirement, and reactions to loss and death. (May be taken for psychology credit.)	Take PSY-100 SOC-100. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SOC-400	Social Work Research Methods	3	A critical examination of research methods found in both quantitative and qualitative sociology. Foundations of research, including research design, ethics, conceptualization, measurement and the logic of sampling, leading to the creation of a proposal for original research by the student. Outside exercises also familiarize students with different research methods, techniques of observation and the reading and evaluation of published research. (Offered Fall semester only.)	
SOC-4000	Capstone	3	With the permission of the Human Services Program Coordinator, senior level students will be provided the opportunity to demonstrate skills learned throughout the Human Services degree program. Through writing assignments, role play, lecture, site visits, portfolio development, and a service project that contributes to the field, students will demonstrate their mastery of the program goals for the Human Services degree.	
SOC-410	Social Data Analysis	3	This course introduces the logic and practice of secondary data analysis in social research. It focuses on five topics: (1) how to formulate research problems based on literature review; (2) how to turn research problems into hypotheses that are empirically testable; (3) how to test research hypotheses through statistical analysis of survey data; (4) how to use a mixed methodology with both interview and survey data, and (5) how to present research findings in written as well as oral form.	
SOC-435	Sociology - Social Work Practicum I	4	(For description, see HSV 435)	
SOC-436	Sociology - Social Work Practicum II	4	(For description, see HSV 436)	
SOC-437	Special Topics	3	Investigation of a selected topic designed to integrate and deepen the students' comprehension and application of sociology.	
SOC-439	Independent Study	3	Qualified advanced students may arrange independent study in areas not covered by existing courses. Registration is with consent of the involved faculty and permission of the Division Chairperson, the Dean of Arts and Sciences, and the Vice President for Academic Affairs.	
SOC-442	Gerontology Field Placement I	3	With the permission of the chairperson, senior students will participate, under supervision, in a direct experience in selected facilities/programs/agencies serving older adults. The field experience aims at increasing the student's knowledge of facilities, programs and agencies serving older persons, developing the student's interpersonal relations with co-workers and supervisors and enhancing the student's personal and professional growth.	Take 90 credits. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SOC-443	Gerontology Field Placement II	3	With the permission of the chairperson, senior students will participate, under supervision, in a direct experience in selected facilities/programs/agencies serving older adults. The field experience aims at increasing the student's knowledge of facilities, programs and agencies serving older persons, developing the student's interpersonal relations with co-workers and supervisors and enhancing the student's personal and professional growth.	Take SOC-442. (Required, Previous).
SPA-101	Basic Spanish I	3	This beginning course introduces the Spanish language. The four basic skills of listening, speaking, reading, and writing are taught. No prerequisites	
SPA-102	Basic Spanish II	3	This continues to build upon the basic foundations established in SPA 101. A more in-depth study of the grammatical structures and how they function in the language is emphasized.	Take SPA-101. (Required, Previous).
SPA-205	Intermediate Spanish I	3	This is an intermediate Spanish course designed for students with basic knowledge of the Spanish language; for those that have completed SPA101 and SPA102 (or its equivalent). It focuses on the development of the four basic language skills: listening, speaking, reading and writing.	Take SPA-101 SPA-102. (Required, Previous).
SPA-206	Intermediate Spanish II	3	This is the second half of an intermediate Spanish course designed for students with beginning intermediate knowledge of the Spanish language and who have completed SPA101, SPA102, and SPA205 (or their equivalents). It focuses on the development of the four basic language skills: listening, speaking, reading and writing with a focus on expressing one's views and opinions. The purpose of this course is to continue to develop the ability to communicate in Spanish with ease and proficiency, and to learn about and appreciate Hispanic cultures. Spanish will be the primary language of instruction though English may also be used on limited occasion as deemed appropriate by the instructor. The major course objective is to prepare students for increased proficiency in Spanish communication.	Take SPA-101 SPA-102 SPA-205. (Required, Previous).
SPA-210	Spanish for Health Personnel I	3	This course emphasizes basic communication necessary for medical personnel. Listening, speaking and pronunciation skills will be the primary concern. Topics to be covered include: the human body, foods, illnesses, patient's medical and personal background, and useful expressions. Students must have a command of basic Spanish to take this course.	

Course Name	Long Title	Min Credits	Description	Requisites
SPA-299	Selected Topics in Spanish	3	This course emphasizes basic communication necessary for medical personnel. Listening, speaking and pronunciation skills will be the primary concern. Topics to be covered include: the human body, foods, illnesses, patient's medical and personal background, and useful expressions. Students must have a command of basic Spanish to take this course.	
SPA-400	Advanced Spanish	3	This is an advanced Spanish course designed for students with intermediate knowledge of the Spanish language and who have completed SPA101, SPA102, SPA205, and SPA206 (or their equivalents). It focuses on the development of the four basic language skills: listening, speaking, reading and writing through a focus of expressing one's views and opinions. The purpose of this course is to continue to develop the ability to communicate in Spanish with ease and proficiency using advanced grammar and exploring complex topics. Spanish will be the primary language of instruction though English may also be used on limited occasion as deemed appropriate by the instructor. The major course objective is to prepare students for "real-life" communication in Spanish with an advanced level of proficiency.	Take SPA-101 SPA-102 SPA-205 SPA-206. (Required, Previous).
SPA-439	Independent Study	3	Qualified students may arrange independent study in areas not covered by existing courses. Topics are to be determined by consultation with instructor.	Take SPA-101 SPA-102. (Required, Previous).
SPE-205	Exceptional Person	3	The course will require students to demonstrate knowledge of the fundamental concepts of teaching students with cognitive, behavioral and/or physical health disabilities ages 0-21. This will include: philosophical, historical and legal foundations of education, current identification criteria, legal and educational definitions, etiology, incidence and prevalence figures, as well as cognitive, behavioral and physical characteristics for students with disabilities. The course will present models and theories of typical/atypical growth and behavior across age groups, as well as disabilities. Field experience is required.	

Course Name	Long Title	Min Credits	Description	Requisites
SPE-215	Exceptional Person for Secondary Educ	3	This course requires students to demonstrate knowledge of the fundamental concepts of teaching students with cognitive, behavioral and/or physical health disabilities in the seventh through twelfth grades inclusive setting. This includes: philosophical, historical and legal functions of special education; current identification criteria; legal and educational definitions; etiology; incidence and prevalence figures; cognitive, behavioral and physical characteristics for high school students with disabilities. Field experience is required.	
SPE-231	Mild/Moderate Disabilities	3	Educational and medical definitions, etiology, identification criteria, as well as educational challenges for students who are included in the general education environment for 85% of the school day. are presented. Field experience is required.	SPE-205
SPE-232	Students W/ Complex Needs in Edu Setting	3	This course presents the causative factors, atypical cognitive, physical, psychological, medical, psychological and psychosocial conditions of students with complex needs. Collaborative relationships within the educational, rehabilitative, social welfare and medical systems; as well as with professional organizations and advocacy groups are stressed.	SPE-205
SPE-300	Pre-Student Teaching	3		
SPE-331	Implem Inlus Pract Mild/Moderate Pop	3	Applications of best practices for teaching students with mild to moderate disabilities are presented. Students develop skills which allow them to assess, plan and execute research-based practices within the general education classroom as well as in resource rooms. Students create environments conducive to learning through an applied behavior analysis perspective.	SPE-205, SPE-231
SPE-332	Assess/Instruc for Students with Complex Needs	3	Authentic and alternative assessment techniques used with students with complex needs are presented. The assessments are the basis for Emphasis in this course is on identifying strengths and needs while monitoring the progress of students with complex needs. Students develop a systematic approach to the modification/adaptation planning for instruction within a curriculum. Practical, ethical, legal and philosophical approaches to inclusion are clearly addressed.	SPE-205 SPE232.

Course Name	Long Title	Min Credits	Description	Requisites
SPE-405	Research & Field Experience	1	By pre-arrangement with the Coordinator of Special Education, a student may be awarded up to three academic credits for participation in activities and completing related research. This experience allows students who have demonstrated competencies in other required courses to enhance their professional knowledge and skills on an advanced level.	
STA-999	Study Abroad Temp	1		
SWK-100	Principles of Sociology	3	Analysis of basic structures of human societies in order to understand human social behavior in the modern world and in one's own society with emphasis on social institutions and social change.	
SWK-201	Introduction to Social Work	3	This course will present an overview of the elements which define social work. Social work history, values, and ethics will be discussed. Basic counseling techniques and an overview of the various agencies of social work will be covered providing a strong overview of generalist social work practice. This course requires a short social service volunteer experience. This course is open to all students interested in exploring social work as a major or career.	
SWK-202	Human Behavior & Social Environment I	3	Human Behavior and the Social Environment is a professional foundation course for social work majors. This course explores how social context affects human behavior. Optimal human development will be discussed as well as the consequences of the development being interrupted by individual and societal issues. Students will explore biological, psychological, sociological, cultural and spiritual developmental tasks across the life span. A variety of developmental theories will be examined along with their variabilities by race, class, ethnicity, sexual orientation, and spiritual beliefs. Utilizing the social work strengths model, the course will discuss resiliency and self-determination within the context of poverty, education, racism, sexism, ageism, and other contextual areas that contribute to unjust social problems.	Take SOC-100 PSY-100. (Required, Previous or concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
SWK-203	Difference and Diversity	3	This course is a socio-historical look at diversity and difference and the corresponding disadvantages and/or privileges assigned to various groups-race, class, education, sexual orientation, gender, and age. Students will explore systems that maintain unequal access to power and privilege while marginalizing large sections of the population. By understanding one's own place within the system, this course intends to support the knowledge and skills necessary to support culturally competent social work practice.	Take SOC-100 PSY-100. (Required, Previous).
SWK-205	Human Behavior & Social Environment II	3	A continuation of HBSE I, this course will emphasize the influence of groups, communities, and organizations on human behavior. Students in HBSE II will explore the framework, values, and skills to attend to individual and family needs through work groups, communities, and organizational resources. A service-learning assignment studying a local non-profit is a major part of this course.	Take SWK-202. (Required, Previous).
SWK-206	Introduction to Trauma Informed Care	3	This course is designed to introduce students to the meaning of trauma, the incidence and prevalence of trauma and the effects of trauma on human development. Students will learn what it means to provide client centered care in a trauma informed manner, and will be provided an introduction to evidence based trauma treatments. Active participation of students in this class will include open discussion of material presented as well as practical application of the course material. Self-assessment, awareness and growth are central to the student experience in this course.	# Take PSY-100 or PSY-202 # Take SOC-100. (Required, Previous).
SWK-212	Counseling and Communication Skills	3	The course is an integrated theory and practice approach to the study of communication styles, communication skills, basic counseling skills and elements of helping relationships. Students will explore the nature and dynamics of the helping encounter, develop interpersonal communication skills, and engage in opportunities for skill development through peer helping practice sessions. Students will develop beginning competencies in working with individuals, families, and groups.	Take SWK-202. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SWK-241	Marriage and Family Systems	3	This course will explore socio-cultural aspects of families and how they are shaped by ethnicity, sexual orientation, income, and education. Family types will be viewed through the life cycle model and will explore a variety of family forms including two-parent, single-parent, adoptive, divorced, same-sex, remarried, and step-families. Several models of family intervention will be discussed and practiced in role-play sessions.	
SWK-299	Special Topics in Social Work	3		
SWK-301	Generalist Social Work Practice	3	Principles of methods of practice in all areas of social work will be explored including techniques in casework, group work, community organization, planning and administration. Field observations will be held in various social work settings throughout the metropolitan suburban area.	Take SWK-201. (Required, Previous).
SWK-304	Social Work Policy and Administration	3	This course provides an awareness of societal response to social problems. It will explore how political, economic, and institutional thought contribute to public response by the social welfare system. Students will explore societal response on the micro-level by designing an agency to meet various societal needs, exploring management skills and administration in human service agencies. Students will learn about various agencies and their administrative needs including hiring, state and government regulations, and team building. Areas of study will include planning, goal setting, decision-making, leadership, conflict resolution, budgeting and fiscal management.	Take SWK-201. (Required, Previous).
SWK-305	Mental Health Practice	3	Utilizing the strengths model of social work practice, this class will address common mental health diagnosis and their evidence based treatment models. Utilizing the Diagnostic and Statistical Manual of Mental Disorders IV (DSM V), students will learn diagnostic categories and how to accurately diagnose various mental health issues. Students will understand the long-term ramifications of having a diagnosis and will learn that the diagnosis is only the starting point for developing a positive and measurable treatment plan. Various modes and settings of psychotherapy will be discussed as well as the use of psychotropic medications and the importance of working in multi-disciplinary teams.	Take PSY-100 SOC-100. (Required, Previous).

Course Name	Long Title	Min Credits	Description	Requisites
SWK-400	Social Work Research Methods	3	A critical examination of research methods found in both quantitative and qualitative methods of research in social work. Foundations of research, including research design, ethics, conceptualization, measurement and the logic of sampling, leading to the creation of a proposal for original research by the student. Outside exercises also familiarize students with different research methods, techniques of observation and the reading and evaluation of published research. This course will emphasize the use of research in social work practice and understanding the use of evidence-based methods in social work practice.SWK-400	Take PSY-111 SWK-201. (Required, Previous).
SWK-4000	Social Work Capstone	3	The mission of the Bachelor of Social Work degree program is to develop professionals who are competent in the skills and knowledge necessary for work in the various fields of social work. This capstone class is designed as a way for students to demonstrate social work skills, develop an e- portfolio of their work, and contribute to the community through a service project. Through writings, role plays, lectures, e-portfolio development, and a service project, students will demonstrate their mastery of the program goals of the social work degree program. (Senior standing)	Take 90 credits. (Required, Previous).
SWK-435	Social Work Field Placement I	5	After consultation with Director of Field Placements advanced students will be provided direct experience in selected supervised settings in social work agencies and programs. The field placement aims to provide a service to the community and enable the student to acquire the skills, experience, and knowledge necessary for the choice of a career.	Take SWK-445. (Required, Concurrent).
SWK-436	Social Work Field Placement II	5	A continuation of SWK 435. After consultation with Director of Field Placements advanced students will be provided direct experience in selected supervised settings in social work agencies and programs. The field placement aims to provide a service to the community and enable the student to acquire the skills, experience, and knowledge necessary for the choice of a career.	Take SWK-446. (Required, Concurrent).
SWK-445	Field Placement Seminar I	1	Students in social work field placements will meet weekly with the Field Director to discuss their experiences in the field. Students will discuss their journal entries, their experiences, and work on areas of growth.	Take SWK-435. (Required, Concurrent).

Course Name	Long Title	Min Credits	Description	Requisites
SWK-446	Field Placement Seminar II	1	Students in social work field placements will meet weekly with the Field Director to discuss their experiences in the field. Students will discuss their journal entries, their experiences, and work on areas of growth.	Take SWK-436. (Required, Concurrent).

CURRICULUM SHEETS

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BS in Computer Information Science with Cybersecurity option
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BS in Criminal Justice
BA in History
BA in History with Secondary Education certification in Social Studies
BA in History with Secondary Education certification in Special Education
AA in Liberal Studies
AS in Natural Science
BA in Philosophy
BS in Psychology
BS in Public Health
BS in Social Work

Minors

Biological Sciences
Chemistry
Computer Information Science
Criminal Justice
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School of Business and Education 2021-2022 Curriculum Sheets

BS in Accounting
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BS in Digital Communications
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BS in Finance
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BS in Management
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BS in Marketing
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BS in Marketing- 4+1 MBA
BS in Sports Management
BS in Sports Management- 4+1 MBA

Minors

Health Care Administration
Special Education

**Frances M. Maguire School of Nursing and Health Professions
2021-2022 Curriculum Sheets**

BS in Nursing
BS in Nursing ABSN 2nd Degree, Day Option
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BS in Medical Laboratory Science
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BHS in Respiratory Care



School of Arts and Sciences

Biology
Bachelor of Science
2021-2022 Curriculum
BIO.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Biology. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

	HIS Elective	3			
	PSY or SOC Elective	3			
	HIS, PSY, SOC, POL or GEO Elective	3			

Exploring the Natural World, Mathematics & Technology - 10 Credits

SCI4000	Planet Earth	3			
MTH234	Probability & Statistics	3			
MTH245	Calculus I	4			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

	ENG Elective	3			
	ENG, MUS, ART or Language elective	3			
	ENG, MUS, ART or Language elective	3			

Open Electives - 10 Credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	1			

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). This includes MTH234 and 245. The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 125 credits is required for this degree.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Biology - 35-37 Credits

BIO203	General Biology I	3			
BIO203L	General Biology I Lab	1			
BIO204	General Biology II	3			
BIO204L	General Biology II Lab	1			
BIO230	Principles of Ecology	2			
BIO230L	Principles of Ecology Lab	1			
BIO251	Genetics	3			
BIO251L	Genetics Techniques Lab	1			
BIO402	Molecular Biology of Cell	3			
BIO402L	Molecular Biology of Cell Lab	1			
BIO415	Developmental Biology	3			
BIO415L	Developmental Biology Lab	1			
BIO421	Biology Research*	3			
BIO	Elective	3-4			
BIO	Elective	3-4			
BIO4000	Biology Seminar I - Capstone	1			
BIO4001	Biology Seminar II - Capstone	1			
BIO4002	Biology Seminar III - Capstone	1			

*May be satisfied by BIO440 Internship

Chemistry - 23 Credits

CHM151	Principles of Chemistry I	3			
CHM151L	Principles of Chemistry I Lab	1			
CHM152	Principles of Chemistry II	3			
CHM152L	Principles of Chemistry II Lab	1			
CHM203	Organic Chemistry I	3			
CHM203L	Organic Chemistry I Lab	1			
CHM204	Organic Chemistry II	3			
CHM204L	Organic Chemistry II Lab	1			
CHM301	Biochemistry	3			
CHM301L	Biochemical Techniques Lab	1			
CHM302	Biochemistry II	3			

Physics - 8 Credits

PHY241	General Physics I	3			
PHY241L	General Physics I Lab	1			
PHY242	General Physics II	3			
PHY242L	General Physics II Lab	1			

Students are required to take the Biology Field Test as a requirement for consideration for graduation.

Processed by:_____

Office of the Registrar
7/9/2021



School of Arts and Sciences

Computer Information Science

Bachelor of Science
2021-2022 Curriculum
CIS.AI.BS

Artificial Intelligence and Machine Learning

Professional Option

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Computer Information Science. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

	HIS Elective	3			
	PSY Elective	3			
	SOC Elective	3			

Exploring the Natural World, Mathematics & Technology - 15 Credits

MTH231	Discrete Mathematics	3			
MTH234	Probability & Statistics	3			
MTH235	Linear Algebra	3			
MTH245	Calculus 1	3			
MTH261	Programming for Math	3			

Exploring the Spiritual World - 12 Credits

	PHL Elective	3			
	PHL Elective	3			
	RS Elective	3			
	RS Elective or PHL Elective	3			

Exploring the Arts and Imagination - 9 Credits

ENG200	Communication Arts	3			
	ART, MUS or Language Elective	3			
	ENG Elective	3			

INTERNSHIP - The School of Arts and Sciences recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of the Dean.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

MAJOR

Computer Information Science - 45 Credits

CIS104	Programming 1	3
CIS110	Information Systems	3
CIS114	Web Design 1	3
CIS116	Intro to Python	3
CIS203	System Analysis & Design	3
CIS204	Programming II	3
CIS215	Intro Relational Databases	3
CIS230	Intro to Networking	3
CIS301	Algorithms & Data Structures	3
CIS304	Event-Driven Programming	3
CIS318	Unix & Linux	3
CIS321	Computer Organization	3
CIS330	Network Admin & Security	3
CIS410	Operating Systems	3
CIS4000	Capstone	3

Artificial Intelligence and Machine Learning 18 Credits

CIS115	Intro Artificial I Intelligence	3
CIS205	Machine Learning	3
CIS311	Application and Embedded ML	3
CIS312	Data Analytics	3
CIS420	Mobile App Development	3
CIS401	Deep Learning	3

Min. grade of C for MTH 231, 234, 235, 245 and 261

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021



School of Arts and Sciences

Computer Information Science

Bachelor of Science
2021-2022 Curriculum
CIS.CSEC.BS

Cybersecurity and Computer Forensics

Professional Option

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Computer Information Science. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

	HIS Elective	3			
	PSY Elective	3			
	SOC Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

MTH231	Discrete Mathematics	3			
MTH234	Probability & Statistics	3			
MTH261	Programming for Math	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	PHL Elective	3			
	RS Elective	3			

Exploring the Arts and Imagination -12 Credits

ENG200	Communication Arts	3			
ENG215	Technical Writing	3			
	ART, MUS or Language Elective	3			
	ENG Elective	3			

Open Electives - 9 Credits

	Elective	3			
	Elective	3			
	Elective	3			

INTERNSHIP - The School of Arts and Sciences recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of the Dean.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Processed by: _____

Office of the Registrar

7/9/2021

Mary H. Van Buren

Computer Information Science - 45 Credits

CIS104	Programming 1	3
CIS110	Information Systems	3
CIS114	Web Design 1	3
CIS116	Intro to Python	3
CIS203	System Analysis & Design	3
CIS204	Programming II	3
CIS215	Intro Relational Databases	3
CIS230	Intro to Networking	3
CIS301	Algorithms & Data Structures	3
CIS304	Event-Driven Programming	3
CIS318	Unix & Linux	3
CIS321	Computer Organization	3
CIS330	Network Admin & Security	3
CIS410	Operating Systems	3
CIS4000	Capstone	3

Cybersecurity/Computer Forensics Professional - 15 Credits

CIS240	Cybercrime	3
CIS241	Cybersecurity	3
CIS340	Comp Forensics	3
CIS341	IT Security	3
CRJ102	Intro Criminal Justice	3

Min. grade of C for MTH 231, 234, 235, 245 and 261



School of Arts and Sciences

Computer Information Science

Bachelor of Science

2021-2022 Curriculum

CIS.WEB.BS

Web Design and Multimedia

Professional Option

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Computer Information Science. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

	HIS Elective	3			
	PSY Elective	3			
	SOC Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

MTH231	Discrete Mathematics	3			
MTH234	Probability & Statistics	3			
MTH261	Programming for Math	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	PHL Elective	3			
	RS Elective	3			

Exploring the Arts and Imagination - 12 Credits

ENG200	Communication Arts	3			
ENG215	Technical Writing	3			
	ART, MUS or Language Elective	3			
	ENG Elective	3			

Open Electives - 9 Credits

	Elective	3			
	Elective	3			
	Elective	3			

INTERNSHIP - The School of Arts and Sciences recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of the Dean.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

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MAJOR
Web Design & Multimedia - 45 Credits

CIS104	Programming 1	3
CIS110	Information Systems	3
CIS114	Web Design 1	3
CIS116	Intro to Python	3
CIS203	System Analysis & Design	3
CIS204	Programming II	3
CIS215	Intro Relational Databases	3
CIS230	Intro to Networking	3
CIS301	Algorithms & Data Structures	3
CIS304	Event-Driven Programming	3
CIS318	Unix & Linux	3
CIS321	Computer Organization	3
CIS330	Network Admin & Security	3
CIS410	Operating Systems	3
CIS4000	Capstone	3

Web Design and Multimedia - 15 Credits

CIS350	Multimedia I	3
CIS424	Web Design II	3
CIS420	Mobilr App Development	3
CIS450	Multimedia II	3
COMD200	Digital Analytics and Visualization	3

Min. grade of C for MTH 231, 234, 235, 245 and 261



School of Arts and Sciences

Criminal Justice
Bachelor of Science
2021-2022 Curriculum
CRJ.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Criminal Justice. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

PSY100	General Psychology	3			
SOC100	Principles of Sociology	3			
	HIS Elective	3			

Exploring the Natural World, Mathematics &Technology - 9 Credits

	BIO, CHM, PHY, or SCI Elective	3			
	CIS Elective	3			
	MTH Elective	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS Elective or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Communication Arts	3			
	ENG Elective	3			
	ENG, MUS, ART or Language Elective	3			

Open Electives - 12 Credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			

Grade/GPA Requirement - The minimum passing grade within the major concentration is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

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Office of the Registrar
7/9/2021

MAJOR
Criminal Justice - 60-63 Credits

CRJ102	Introduction to Criminal Justice	3			
CRJ215	Criminology	3			
CRJ216	Race, Class, and Ethnicity	3			
CRJ220	Ethics in Criminal Justice	3			
CRJ225	Juvenile Delinquency	3			
CRJ250	Police & Law Enforcement in America	3			
CRJ251	Victimology	3			
CRJ310	Introduction to Criminal Justice Research	3			
CRJ320	Forensics: Crime Scene Investigation	3			
CRJ326	Criminal Procedures	3			
CRJ327	Criminal Law	3			
CRJ370	Corrections	3			
CRJ405	Criminal Investigations	3			
CRJ410	Courts in America	3			
CRJ435	Criminal Justice Internship	3-6			
CRJ4000	CRJ Capstone	3			
CRJ	Elective	3			
CRJ	Elective	3			
CRJ	Elective	3			
CRJ	Elective	3			



School of Arts and Sciences

History
Bachelor of Arts
Pre-Law Option Available
2021-2022 Curriculum
HIS.BA

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Arts in History. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM
Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 15 Credits

POL101	American Government	3			
PSY100	General Psychology	3			
	Economics Elective	3			
	Geography Elective	3			
	SOC Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	CIS Elective	3			
	MTH Elective	3			
	BIO, CHM, PHY, or SCI Elective	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS Elective or PHL Elective	3			

Exploring the Arts and the Imagination - 12 Credits

ENG200	Communication Arts	3			
	Foreign Language ¹	3			
	Foreign Language ¹	3			
	ENG Elective ²	3			

¹ Must be two semesters of the same foreign language (SPA201 does not fulfill this requirement)

² Students must take a literature-based course

Open Electives - 35 Credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	2			

Highest math completed with C or better _____. Exempt from math placement ____yes ____no
ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

MAJOR

History - 33 Credits

HIS107	World History I	3			
HIS109	World History II	3			
HIS131	American Civilization to 1877	3			
HIS132	American Civilization from 1877	3			
HIS449	Historiography	3			
HIS4000	Research Seminar - Capstone	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			

INTERNSHIP - The School of Arts and Sciences recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). Furthermore, after a student has completed two 15-week semesters as a declared history major, the student must have achieved and thereafter maintain a minimum GPA of 2.5 in the major in order to remain in the history program. The minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 125 credits is required for this degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

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Office of the Registrar
7/9/2021



School of Arts and Sciences

History

Secondary Education
Certification in Social Studies
Bachelor of Arts
2021-2022 Curriculum
HIS.SED.BA

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Arts in History with Secondary Education Certification and Special Education Certification. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 15 Credits

SOC100	Principles of Sociology	3			
POL101	American Government	3			
PSY100	General Psychology	3			
ECN	Economic Elective	3			
GEO	Geography Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	CIS, BIO, CHM, PHY or SCI Elective	3			
	MTH Elective	3			
	MTH Elective	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS Elective or PHL Elective	3			

Exploring the Arts and the Imagination - 12 Credits

ENG200	Communication Arts	3			
	Foreign Language ¹	3			
	Foreign Language ¹	3			
	ENG Elective ²	3			

¹ Must be two semesters of the same foreign language (SPA201 does not fulfill this requirement).

² Students must take a literature-based course.

Curriculum sheets for all education programs at Gwynedd Mercy University are subject to change pending program specific competency changes in certification by the Pennsylvania Department of Education. New regulations in 22 PA Code Chapter 49 may result in changes for teacher education programs at Gwynedd Mercy University.

INTERNSHIP- The school of Arts and Sciences recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of the Dean.

Highest math completed with C or better _____. **Exempt from math placement** ____yes ____no

ENG101 completed with C or better _____. **Exempt from writing placement** ____yes ____no

Education Requirement - A student who receives a grade lower than a C+ in an education course will not be able to proceed to any other education course until the deficient course is repeated with a satisfactory grade of C+ or higher.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). Furthermore, after a student has completed two 15-week semesters as a declared history major, the student must have achieved and thereafter maintain a minimum GPA of 2.5 in the major in order to remain in the history program. The minimum cumulative GPA is 3.0.

Credit Requirements - A minimum of 129 credits is required for this degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

History - 30 Credits

HIS107	World History I	3			
HIS109	World History II	3			
HIS131	American Civilization to 1877	3			
HIS132	American Civilization from 1877	3			
HIS449	Historiography	3			
HIS4000	Research Seminar Capstone	3			
HIS	Elective	3			
HIS	Elective	3			
HIS	Elective	3			
HIS	Elective	3			

PA State Certification in Social Studies - 42 Credits

EDU100	Education in America	3			
EDU222	Adolescent Psychology	3			
EDU300	Pre-Student Teaching	3			
EDU301	Educational Psychology	3			
EDU319	Selected Topics in Sec Education	3			
EDU325	Secondary Methods & Materials	3			
EDU351	Meeting the Needs of English Language	3			
EDU498	Student Teaching & Professional Seminar ²	12			
SPE215	Exceptional Person for Secondary Students	3			
SPE231	Mild/Moderate Disabilities	3			
SPE331	Implementing Inclusionary Practices for Mild/Moderate Population	3			

² Students must apply for approval through the School of Business and Education at the beginning of the spring semester (January/February) before the academic year they intend to take this course.

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School of Arts and Sciences

History

Secondary Education
Certification in Social Studies
Bachelor of Arts
With Special Education Certification Option
2021-2022 Curriculum

HIS.SPE.BA

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Arts in History with Secondary Education Certification and Special Education Certification. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 15 Credits

SOC100	Principles of Sociology	3			
POL101	American Government	3			
PSY100	General Psychology	3			
	Economic Elective	3			
	Geography Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	CIS, BIO, CHM, PHY or SCI Elective	3			
	MTH Elective	3			
	MTH Elective	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS Elective or PHL Elective	3			

Exploring the Arts and the Imagination - 12 Credits

ENG200	Communication Arts	3			
	Foreign Language ¹	3			
	Foreign Language ¹	3			
	ENG Elective ²	3			

¹ Must be two semesters of the same foreign language (SPA201 does not fulfill this requirement).

² Students must take a literature-based course

Curriculum sheets for all education programs at Gwynedd Mercy University are subject to change pending program specific competency changes in certification by the Pennsylvania Department of Education. New regulations in 22 PA Code Chapter 49 may result in changes for teacher education programs at Gwynedd Mercy University.

INTERNSHIP- The school of Arts and Sciences recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of the Dean.

Highest math completed with C or better _____. Exempt from math placement ____yes ____no

ENG101 completed with C or better ____. Exempt from writing placement ____yes ____no

Education Requirement - A student who receives a grade lower than a C+ in an education course will not be able to proceed to any other education course until the deficient course is repeated with a satisfactory grade of C+ or higher.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). Furthermore, after a student has completed two 15-week semesters as a declared history major, the student must have achieved and thereafter maintain a minimum GPA of 2.5 in the major in order to remain in the history program. The minimum cumulative GPA is 3.0.

Credit Requirements - A minimum of 135 credits is required for this degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

History - 30 Credits

HIS107	World History I	3			
HIS109	World History II	3			
HIS131	American Civilization to 1877	3			
HIS132	American Civilization from 1877	3			
HIS449	Historiography	3			
HIS4000	Research Seminar Capstone	3			
HIS	Elective	3			
HIS	Elective	3			
HIS	Elective	3			
HIS	Elective	3			

PA State Certification in Social Studies - 48 Credits

EDU100	Education in America	3			
EDU222	Adolescent Psychology	3			
EDU300	Pre-Student Teaching	3			
EDU301	Educational Psychology	3			
EDU319	Selected Topics in Sec Education	3			
EDU325	Secondary Methods & Materials	3			
EDU351	Meeting the Needs of English Language	3			
EDU498	Student Teaching & Professional Seminar ³	12			
SPE215	Exceptional Person for Secondary Students	3			
SPE231	Mild/Moderate Disabilities	3			
SPE232	Students with Complex Needs in the Educational Setting	3			
SPE331	Implementing Inclusionary Practices for Mild/Moderate Population	3			
SPE332	Assessment and Instruction for Students with Complex Needs	3			

³ Students must apply for approval through the School of Business and Education at the beginning of the spring semester (January/February) before the academic year they intend to take this course.

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Revised 7/9/2021



School of Arts and Sciences

Liberal Studies

Associate of Arts
2021-2022 Curriculum
LIB.AA

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Associate of Arts in Liberal Studies. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 3 Credits

	SOC Elective	3			

Exploring the Natural World, Mathematics & Technology - 3 Credits

	BIO, CHM, PHY or SCI Elective	3			

Exploring the Spiritual World - 6 Credits

	PHL Elective	3			
	RS Elective	3			

Exploring the Arts and the Imagination - 6 Credits

	ENG, MUS, ART or Language Elective	3			
	ENG, MUS, ART or Language Elective	3			

Open Electives - 12 Credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			

Grade/GPA Requirement - The minimum passing grade within the concentration is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 63 credits is required for this degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____yes ____no

ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

MAJOR

Language, Literature and Fine Arts - 6 Credits

ENG	Literature Elective	3			
	LLFA Elective	3			

Humanities - 12 Credits

	HIS Elective	3			
	GEO, HIS, PHL, POL or RS Elective	3			
	GEO, HIS, PHL, POL or RS Elective	3			
	GEO, HIS, PHL, POL or RS Elective	3			

Behavioral & Social Sciences - 3 Credits

PSY100	General Psychology	3			

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7/9/2021



School of Arts and Sciences

NSC

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Associate of Science in Natural Science. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 3 Credits

	HIS, PSY or SOC	3			

Exploring the Natural World, Mathematics &Technology - 7 Credits

MTH234	Probability & Statistics	3			
MTH245	Calculus I	4			

Exploring the Spiritual World - 6 Credits

	PHL Elective	3			
	RS Elective	3			

Exploring the Arts and the Imagination - 3 Credits

	ENG Elective	3			

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). This includes MTH 234 and MTH 245. The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 62 credits is required for this degree.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Biology - 8 Credits

BIO203	General Biology I	3			
BIO203L	General Biology I Lab	1			
BIO204	General Biology II	3			
BIO204L	General Biology II Lab	1			

Chemistry - 16 Credits

CHM151	Principles of Chemistry I	3			
CHM151L	Principles of Chemistry I Lab	1			
CHM152	Principles of Chemistry II	3			
CHM152L	Principles of Chemistry II Lab	1			
CHM203	Organic Chemistry I	3			
CHM203L	Organic Chemistry I Lab	1			
CHM204	Organic Chemistry II	3			
CHM204L	Organic Chemistry II Lab	1			

Science Electives - 7-8 credits

Select science electives from the courses listed below.					
	Elective	3-4			
	Elective	4			

Science Electives:

BIO302 Vertebrate Anatomy/Lab
BIO305 Biology of Microorganisms/Lab
BIO230 Ecology/Lab
BIO402 Mol Biology of Cell/Lab
BIO251 Genetics/Lab
BIO415 Dev Biology/Lab
CHM301 Biochemistry I/Lab
PHY241 General Physics I/Lab
PHY242 General Physics II/Lab
CHM302 Biochemistry II

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Arts in Philosophy. Additional policies and procedures may be found in the current University Catalog. See Pre-Law Curriculum Sheet for option requirements.

GMC: Growing Mercy Connection

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 18 Credits

PSY100	General Psychology	3			
SOC100	Principles of Sociology	3			
SOC150	Social Psychology	3			
	HIS Elective	3			
	SOC Elective	3			
	HIS, GEO, ECO, POL Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	CIS Elective	3			
	MTH Elective	3			
	BIO, CHM, PHY or SCI Elective	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 15 Credits

ENG200	Communication Arts	3			
	Foreign Language ¹	3			
	Foreign Language ¹	3			
	ENG, MUS, or ART Elective	3			
	ENG, MUS, or ART Elective	3			

¹ must be two semesters of the same foreign language (SPA201 does not fulfill this requirement)

Open Electives - 32 Credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	2			

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 125 credits is required for this degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

MAJOR

Philosophy - 30 Credits

PHL201	Ancient Philosophy	3			
PHL202	Medieval Philosophy	3			
PHL240	Logic	3			
PHL305	Contemporary Philosophy	3			
PHL313	Modern Philosophy	3			
PHL4000	Capstone Seminar	3			
PHL	Elective (200-level or higher)*	3			
PHL	Elective (200-level or higher)*	3			
PHL	Elective (200-level or higher)*	3			
PHL	Elective (200-level or higher)*	3			

*Choose from the following options: PHL207, 211, 225, 234, 250, 299, 308, 310, 314, 325, 330, 420, 430, 437, 439.



School of Arts and Sciences

Psychology
Bachelor of Arts or Science
Pre-Law Option Available
2021-2022 Curriculum
PSY.BA, PSY.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Arts or Science in Psychology. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

PSY100	General Psychology	3			
SOC100	Principles of Sociology	3			
	HIS Elective	3			

Exploring the Natural World, Mathematics &Technology

BS requires - 15 credits BA requires - 9 credits

	BIO, CHM, PHY, or SCI Elective ¹	3			
	MTH Elective ¹	3			
	CIS Elective ¹	3			
	Natural & Computational Science Elective ²	3			
	Natural & Computational Science Elective ²	3			

¹ Electives for both majors

² Electives for BS majors only

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS Elective or PHL Elective	3			

Exploring the Arts and the Imagination

BS requires - 12 credits BA requires - 15 credits

ENG200	Public Speaking	3			
	ENG, MUS, ART or Language Elective	3			
	ENG, MUS, ART or Language Elective (BA only) ¹	3			
	ENG Elective ²	3			
	ENG, MUS, ART or Language Elective	3			

¹ BA students must take two semesters of a same foreign language.

² Students must take a literature based course.

Open Electives

BS requires 19-20 credits BA requires 22-23 credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	2			

MAJOR

Psychology - 48-49 Credits

PSY111	Statistics	3			
PSY150	Social Psychology	3			
PSY200	Developmental Psychology	3			
PSY210	Abnormal Psychology	3			
PSY211	Fund of Biopsychology	3			
PSY312	Research Methods	3			
PSY314	Ethical Issues in Behavioral/Social Sciences	3			
PSY320	Experimental Psychology	3			
PSY322	Psychology of Personality	3			
PSY370	History of Psychology	3			
PSY435	Psychology Practicum	3-4			
PSY4000	Capstone	3			
PSY	Elective	3			
PSY	Elective	3			
PSY	Elective	3			
PSY	Elective	3			

Credit Requirements - A minimum of 125 credits is required for this degree.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Highest math completed with C or better _____.
Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____.
Exempt from writing placement ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Public Health. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE 1000	First Year Experience	2			
FYE 1001	First Year Experience Service	1			
ENG 101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

	HIS Elective	3			
SOC 100	Principles of Sociology	3			
PSY 111	Statistics (or HIS, PSY, SOC, POL or GEO Elective if take MTH 234)	3			

Exploring the Natural World, Mathematics & Technology - 10 Credits

MTH 234	Probability & Statistics (or MTH elective if take PSY 111)	3			
BIO107 & 107L or BIO 203 & 203L	Human Anatomy and Physiology I & Human Anatomy and Physiology I Lab or General Biology & General Biology Lab	4			
CIS 102	Emerging Internet Technologies	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 12 Credits*

ENG 200	Public Speaking	3			
	ENG elective - Literature	3			
	ENG, MUS, ART or Language elective	3			
	ENG, MUS, ART or Language elective	3			

* Students are encouraged, but not required, to complete 6 credits of Language electives if not fluent in a second language

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). This includes MTH 234 or PSY 111. The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 121 credits is required for this degree.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

MAJOR

Public Health - 48 Credits

PUB 100	Introduction to Public Health	3			
PUB 200	Health Behavior & Health Education	3			
PUB 210	Public Health Policy & Advocacy	3			
PUB 220	Community Needs & Capacity Assessment	3			
PUB 230	Environmental Health	3			
PUB 240	Human Disease & Disease Prevention	3			
PUB 250	Health Communication Strategies	3			
PUB 300	Managing Public Health Organizations	3			
PUB 310	Introduction to Epidemiology	3			
PUB 320	Public Health Research Methods	3			
PUB 330	Planning & Evaluating Public Health Interventions	3			
PUB	Public Health Elective	3			
PUB	Public Health Elective	3			
PUB 480	Public Health Professional Seminar	3			
PUB 490	Public Health Internship	3			
PUB 495	Public Health Capstone	3			

Open Electives - 21 Credits*

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			

* Students are encouraged, but not required, to select a minor

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021



School of Arts and Sciences

Social Work

Bachelor of Social Work
2021-2022 Curriculum
SWK.BSW

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Social Work. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 12 Credits

SOC 100	Principles of Sociology	3			
PSY100	General Psychology	3			
PSY111	Statistics	3			
	HIS Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY or SCI Elective	3			
	CIS Elective	3			
	MTH Elective	3			

Exploring the Spiritual World - 9 Credits

	PHL Elective	3			
	RS Elective	3			
	RS Elective or PHL Elective	3			

Exploring the Arts and the Imagination- 9 Credits

ENG200	Communication Arts	3			
	ENG Elective- Literature	3			
	Foreign Language	3			

Open Electives- 15 Credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			

Grade/GPA Requirement - The minimum passing grade within the major concentration is C (a grade of C- is not acceptable). The student must maintain a minimum overall GPA of 2.5 with a GPA of 2.67 in the major courses in order to remain in the social work program.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Highest math completed with C or better _____. **Exempt from math placement** ____yes ____no

ENG101 completed with C or better _____. **Exempt from writing placement** ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Social Work - 54 Credits

SWK201	Intro to Social Work	3			
SWK202	Human Behavior in the Social Environment I	3			
SWK203	Difference and Diversity	3			
SWK205	Human Behavior in the Social Environment II	3			
SWK212	Counseling and Communication Skills	3			
SWK241	Marriage and Family Systems	3			
SWK301	Generalist Social Work Practice	3			
SWK304	Social Work Policy and Administration	3			
SWK305	Mental Health Practice	3			
SWK400	Social Work Research Methods	3			
SWK435	Social Work Field Placement I	5			
SWK436	Social Work Field Placement II	5			
SWK445	Field Placement Seminar I	1			
SWK446	Field Placement Seminar II	1			
PSY 321	Group Processes	3			
SWK4000	Capstone	3			
	PSY,SOC, CRJ, SWK Elective	3			
	PSY,SOC, CRJ, SWK Elective	3			

Office of the Registrar

7/9/2021

Processed by: _____

Mary H. Van Buren

School of Arts and Sciences

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program may earn a minor in Gerontology by completing 18 credits in Psychology and Sociology.

BIO115	Biology of Aging	3			
PSY260	Death and Dying	3			
PSY285 OR SWK304	Therapeutic Activities for the Elderly Social Policy and Administration	3			
PSY341	Social Psychology of Aging	3			
SWK201	Introduction to Social Work	3			
SOC246	Issues in Gerontology	3			

A minimum of 18 credits is required for the minor in Gerontology.
A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program other than Biology may earn a minor in Biological Sciences by completing 20-24 credits in Biology and Chemistry.

A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

BIO203	General Biology I	3			
BIO203L	General Biology I Lab	1			
BIO204	General Biology II	3			
BIO204L	General Biology II Lab	1			
BIO	300 or 400 Level Elecitve*	3-4			
BIO	300 or 400 Level Elecitve*	3-4			
BIO	300 or 400 Level Elecitve	3-4			
BIO	300 or 400 Level Elecitve	3-4			

*may include BIO230/230L and BIO251/251L

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program may earn a minor in Chemistry by completing 23 credits in Chemistry.

A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

CHM151	Principles of Chemistry I	3			
CHM151L	Principles of Chemistry I Lab	1			
CHM152	Principles of Chemistry II	3			
CHM152L	Principles of Chemistry II Lab	1			
CHM203	Organic Chemistry I	3			
CHM203L	Organic Chemistry I Lab	1			
CHM204	Organic Chemistry II	3			
CHM204L	Organic Chemistry II Lab	1			
CHM301	Biochemistry I	3			
CHM301L	Biochemical Techniques Lab	1			
CHM302	Biochemistry II	3			

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

CIS104	Programming I	3			
CIS114	Web Design I	3			
CIS215	Intro to Relational Databases	3			
CIS321	Computer Organization	3			
CIS	Elective (200 level or higher)	3			
CIS	Elective (200 level or higher)	3			

A minimum of 18 credits is required for the minor in CIS.
A maximum of 6 credits may be transferred from another University.
All prerequisites for the chosen courses must be satisfied.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.
Course substitutions will be considered at the discretion of the Program Coordinator.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into the baccalaureate program other than Criminal Justice may earn a minor in Criminal Justice by completing 18 credits.

CRJ102	Introduction to Criminal Justice	3			
CRJ215	Criminology	3			
CRJ216	Race, Class, and Ethnicity	3			
CRJ	Elective	3			
CRJ	Elective	3			
CRJ	Elective	3			

A minimum of 18 credits is required for the minor in Criminal Justice.
A maximum of 6 credits may be transferred from another University.
All prerequisites for the chosen courses must be satisfied.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program other than History may earn a minor in history by completing 6 courses (18 credits) in History.

HIS107	World History I	3			
HIS109	World History II	3			
HIS131	American Civilization to 1877	3			
HIS132	American Civilization from 1877	3			
HIS	Elective	3			
HIS	Elective	3			

A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program other than Mathematics may earn a minor in Mathematics by completing 20 credits in Mathematics.

A maximum of 8 credits may be transferred from another University.
All prerequisites for the chosen courses must be satisfied.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

MTH245	Calculus I	4			
MTH246	Calculus II	4			
	MTH Elective	3			
	MTH Elective	3			
	MTH Elective	3			
	MTH Elective	3			

12 credits of electives selected from the following:

MTH231	Discrete Mathematics	3			
MTH234	Probability and Statistics	3			
MTH235	Linear Algebra	3			
MTH301	Multivariable Calculus	3			
MTH302	Differential Equations	3			
MTH303	College Geometry	3			
MTH304	Number Theory	3			
MTH305	Sets, Relations and Functions	3			
MTH401	Abstract Algebra	3			
MTH407	Probability Theory	3			
MTH437	Special Topcs	3			

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program may earn a minor in microbiology by completing 19 credits in biology.

All students complete all of the following:

BIO305	Biology of Microorganisms ¹	3			
BIO305L	Biology of Microorganisms Lab ¹	1			
BIO311	Virology	3			
BIO307	Eukaryotic Microbiology	3			
BIO 313	Immunology	3			
BIO 414	Infectious Disease	3			
BIO421 or BIO440	Biology Research or Internship ²	3			

¹ BIO305 and 305L must be taken together.

² Internship or Research must be in microbiology research.

A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program may earn a minor in Music by completing 18 credits in Music

MUS100	Glee Club	6			
MUS104	Music Appreciation I	3			
MUS107	Music Therapy	3			
MUS203	Intro to Broadway Musicals	3			
MUS299	Piano Class	3			

A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

If 3 credits in Glee Club - the following course is required:

SEM214	Divas of Music: From Bingen to Beyonce	3			

Mary H. Van Bunt



Philosophy

Minor

2021 -2022 Curriculum

PHL

School of Arts and Sciences

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into the baccalaureate program may earn a minor in Philosophy by completing 18 credits in Philosophy

PHL201	Ancient Philosophy ¹	3			
PHL313	Modern Philosophy ²	3			
PHL240	Logic	3			
	PHL Elective	3			
	PHL Elective	3			
	PHL Elective	3			

¹ PHL 202 Medieval Philosophy may be substituted.

² PHL 305 Contemporary Philosophy may be substituted.

A minimum of 18 credits is required for the minor in Philosophy.
A maximum of 6 credits may be transferred from another University.
All prerequisites for the chosen courses must be satisfied.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into the baccalaureate program may earn a minor in Psychology by completing 18 credits in Psychology.

PSY100	General Psychology	3			
PSY111	Statistics	3			
PSY	Psych Elective	3			
PSY	Psych Elective	3			
PSY	Psych Elective	3			
PSY	Psych Elective	3			

A minimum of 18 credits is required for the minor in Psychology.

A maximum of 6 credits may be transferred from another University.

All prerequisites for the chosen courses must be satisfied.

A minimum grade of "C" must be earned for each course.

"C-" is not acceptable.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program may earn a minor in Religious Studies by completing 6 courses (18 credits) in Religious Studies.

A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

RS2000	Encountering Sacred Writings	3			
RS111	History of Christianity	3			
RS231	Bioethics	3			

Select one of the following

RS105	Life & Meaning of Jesus	3			
RS120	Contemporary Moral Problems	3			

Select one of the following

RS241	Theology of Suffering	3			
RS256	Christian Feminism	3			

Select one of the following

RS115	World Religions	3			
RS160	Religions in America	3			

Mary H. Van Bunt

School of Arts and Sciences

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Arts and Sciences. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program may earn a minor in Interdisciplinary Women's Studies by completing 6 courses (18 credits) in Psychology, Sociology, Religious Studies, History and English.

A maximum of 6 credits may be transferred from another University.
A minimum grade of "C" must be earned for each course.
"C-" is not acceptable.

ENG212	Women Authors	3			
HIS246	Women in American History	3			
PSY323	Psychology of Gender	3			
RS256	Christian Feminism	3			
SOC150	Social Psychology	3			
	Elective *	3			

* To be selected in consultation with the student's academic advisor; must have an emphasis on women's issues.

Mary H. Van Bunt



School of Business and Education

Accounting
Bachelor of Science

2021-2022 Curriculum
ACC.BS

(Non-CPA Track)

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Accounting. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

MAJOR

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Accounting Core - 33 Credits

ACC205	Intermediate Accounting I	3			
ACC206	Intermediate Accounting II	3			
ACC301	Managerial Accounting	3			
ACC305	Cost Accounting	3			
ACC315	Personal Taxes	3			
ACC316	Investment & Business Taxation	3			
ACC405	Advanced Accounting	3			
ACC406	Auditing/Fraud	3			
ACC317	Accounting Information Systems	3			
ACC440	Internship	6			

Management Core - 24 Credits

BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS205	Principles of Management	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies - Capstone	3			

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Internship - One internship is required.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the BS degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021



School of Business and Education

Accounting
Bachelor of Science
(Non-CPA Track)
2021-2022 Curriculum
ACC.41MBA.BS

MBA 4+1 Option

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Accounting with MBA 4+1 option. Additional policies and procedures may be found in the current University Catalog.

**GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM**

MAJOR

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Accounting Core - 33 Credits

ACC205	Intermediate Accounting I	3			
ACC206	Intermediate Accounting II	3			
ACC301	Managerial Accounting	3			
ACC305	Cost Accounting	3			
ACC315	Personal Taxes	3			
ACC316	Investment & Business Taxation	3			
ACC405	Advanced Accounting	3			
ACC406	Auditing/Fraud Accounting	3			
ACC317	Accounting Information Systems	3			
ACC440	Internship	6			

Management Core - 24 Credits

BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS205	Principles of Management	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS340	Business Statistics II	3			
	Seminar: Business Policies and Strategies - Capstone	3			

MBA 4+1 Option - 12 Credits

MBA610	Strategic Management	3			
MBA620	Accounting for Decision Makers	3			
MBA630	Marketing Planning	3			
MBA640	Managing Business Operations	3			

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Internship - One internship is required.

Grade/GPA Requirement - The minimum passing grade within the undergraduate major is C (a grade of C- is not acceptable). (A minimum passing grade in the MBA courses is B (a grade of B- is not acceptable). The minimum major GPA is 2.0, minimum MBA option GPA is 3.0, and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree. Students must take 132 credits to complete the MBA 4+1 option.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
Revised 7/9/2021



School of Business and Education

Accounting
Bachelor of Science

2021-2022 Curriculum
ACC.CPA.BS
(CPA Track)

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Accounting. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World- 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG	ENG Elective	3			
ENG200	Public Speaking	3			
	ENG, MUS, ART, or Language	3			

Open Electives - 6 Credits

	Elective	3			
	Elective	3			

INTERNSHIP - The School of Business and Education recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of the Dean.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable).

Credit Requirements - A minimum of 150 credits is required for the CPA option. The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Accounting Core - 33 Credits

ACC205	Intermediate Accounting I	3			
ACC206	Intermediate Accounting II	3			
ACC301	Managerial Accounting	3			
ACC305	Cost Accounting	3			
ACC315	Personal Taxes	3			
ACC316	Investment & Business Taxation	3			
ACC317	Accounting Information Systems	3			
ACC405	Advanced Accounting	3			
ACC406	Auditing/Fraud	3			
ACC440	Internship	6			

Management Core - 24 Credits

BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS205	Principles of Management	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies - Capstone	3			

CPA Track Option - 24 Credits

ACC207	Intermediate Accounting III	3			
ACC408	Advanced Accounting II	3			
ACC441	Intership in Public Accounting	3			
BUS313	Investments	3			
BUS314	International Finance	3			
BUS318	Operations Management	3			
BUS212	International Business	3			
BUS376	Employee Benefits	3			

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Accounting with MBA 4+1 option. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World- 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

INTERNSHIP - One Internship is required.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Grade/GPA Requirement - The minimum passing grade within the undergraduate major is C (a grade of C- is not acceptable). A minimum passing grade in the MBA courses is B (a grade of B- is not acceptable). The minimum major GPA is 2.0, minimum MBA option GPA is 3.0, and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 138 credits is required for the bachelor degree. Twelve (12) MBA credits would be included in the 150 credit requirement

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Accounting Core - 33 Credits

ACC205	Intermediate Accounting I	3			
ACC206	Intermediate Accounting II	3			
ACC301	Managerial Accounting	3			
ACC305	Cost Accounting	3			
ACC315	Personal Taxes	3			
ACC316	Investment & Business Taxation	3			
ACC317	Accounting Information Systems	3			
ACC405	Advanced Accounting	3			
ACC406	Auditing/Fraud	3			
ACC 440	INTERNSHIP	6			

Management Core - 24 Credits

BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS205	Principles of Management	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies - Capstone	3			

CPA Track Option - 18 Credits

ACC207	Intermediate Accounting III	3			
ACC408	Advanced Accounting II	3			
ACC441	Internship in Public Accounting	3			
BUS313	Investments	3			
BUS314	International Finance	3			
BUS376	Employee Benefits	3			

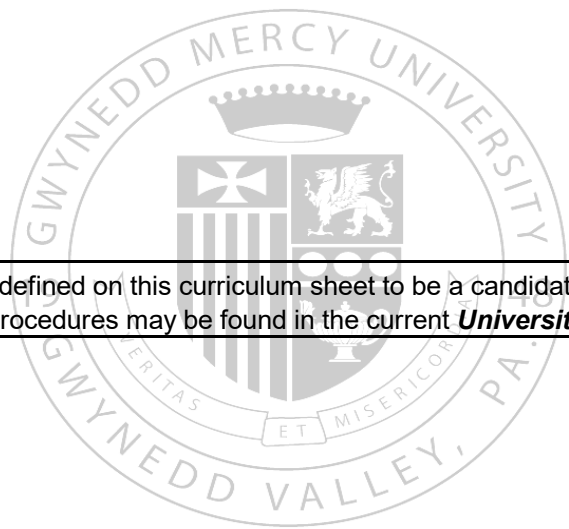
MBA 4+1 Option - 12 Credits

MBA610	Strategic Management	3			
MBA620	Accounting for Decision Makers	3			
MBA630	Marketing Planning	3			
MBA640	Managing Business Operations	3			

Mary H. Van Bunt

Office of the Registrar
7/21/2021

Processed by: _____



Business Administration

Concentration in Healthcare Admin
Bachelor of Science
2021-2022 Curriculum
BUSAD.HCA.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Business Administration with a Concentration in Health Administration. Additional policies and procedures may be found in the current ***University Catalog***.

GMercyU: Growing Mercy Connections GENERAL EDUCATION AND CORE CURRICULUM

General Education - 45 credits

Skills for Exploring - 3 credits

ENG101	College English	3			

Signature Seminar - 6 credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 credits

HIS	HIS Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics and Technology - 9 credits

MTH120	Contemporary Math for Business ³	3			
	CIS, MTH, or a Natural Science	3			
	CIS, MTH, or a Natural Science	3			

Exploring the Spiritual World - 9 credits

	REL/PHL Elective	3			
	REL/PHL Elective	3			
	REL/PHL Elective	3			

Exploring the Arts and the Imagination - 9 credits

ENG200	Public Speaking	3			
	ENG/MUS/ART/COM or Language	3			
	ENG/MUS/ART/COM or Language	3			

Open Electives - 29 credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	2			

Notations

¹Pre and co-requisites may be satisfied through transfer credits, course completion, challenge examinations, and/or portfolio analysis.

³MTH120 Contemporary Math for Business (or an equivalent mathematics course) is a pre-requisite for BUS310 Principles of Finance.

⁴ACC105 Principles of Accounting I and ACC106 Principles of Accounting II are pre-requisites for ACC302 Financial Accounting. ACC302 may not be taken until ACC105 and ACC106 are satisfactorily completed.

MAJOR

Business Pre-Requisite - 12 credits

ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			
ACC105	Principles of Accounting I ⁴	3			
ACC106	Principles of Accounting I ⁴	3			

Business Core - 34 credits

BUS213	Principles of Human Resources Mgt	3			
BUS310	Principles of Finance ³	3			
BUS323	Business Management & Leadership	3			
BUS342	Business Statistics	3			
BUS378	Healthcare Risk Management	3			
BUS405	Marketing Management	3			
BUS4001	Seminar: Bus Pol & Strategies	4			
ACC302	Financial Accounting ⁴	3			
HA312	Health Care Planning	3			
HA401	Health Care Financial Planning	3			
HA402	Legal Issues in Health Administration	3			

Credit Requirement

A minimum of 120 credits is required for this degree.

A minimum of 45 credits completed at GMercyU is required for the bachelor degree.

Grade Requirement

The minimum passing grade within the major is C. A grade of C- is not acceptable.

GPA Requirement

The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Mary H. Van Buren

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Business Administration with a Concentration in Organizational Management. Additional policies and procedures may be found in the current **University Catalog**.

GMercyU: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM
General Education - 45 Credits

Skills for Exploring - 3 credits

ENG101	College English	3			

Signature Seminar - 6 credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 credits

	HIS Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics and Technology - 9 credits

MTH120	Contemporary Math for Business	3			
	CIS/MTH or Natural Science	3			
	CIS/MTH or Natural Science	3			

Exploring the Spiritual World - minimum of 9 credits

	REL/PHL Elective	3			
	REL/PHL Elective	3			
	REL/PHL Elective	3			

Exploring the Arts and the Imagination - 9 credits

ENG200	Public Speaking	3			
	ENG/MUS/ART/COM	3			
	ENG/MUS/ART/COM	3			

Open Electives - 29 credits

	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	2			

Notations

¹Pre and co-requisites may be satisfied through transfer credits, course completion, challenge examinations, and/or portfolio analysis.

³MTH120 Contemporary Math for Business (or an equivalent mathematics course) is a pre-requisite for BUS310 Principles of Finance. BUS310

⁴ACC105 Principles of Accounting I and ACC106 Principles of Accounting II are pre-requisites for ACC302 Financial Accounting. ACC302 may not be taken until ACC105 and ACC106 are satisfactorily completed.

MAJOR

Business Pre-Requisite - 12 credits

ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			
ACC105	Principles of Accounting I ⁴	3			
ACC106	Principles of Accounting II ⁴	3			

Business Core - 34 credits

BUS214	Business Ethics	3			
BUS310	Principles of Finance ³	3			
BUS312	Managerial Finance	3			
BUS212	International Business	3			
BUS323	Business Management & Leadership	3			
BUS342	Business Statistics	3			
BUS405	Marketing Management	3			
BUS4001	Seminar: Bus Pol & Strategies	4			
ACC302	Financial Accounting ⁴	3			
ACC301	Managerial Accounting	3			
BUS213	Principles of Human Resources Mgt	3			

Credit Requirement

A minimum of 120 credits is required for this degree.

A minimum of 45 credits completed at GMercyU is required for the bachelor degree.

Grade Requirement

The minimum passing grade within the major is C. A grade of C- is not acceptable.

GPA Requirement

The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Digital Communications

Bachelor of Science
2021-2022 Curriculum
COMD.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Digital Communication. Additional policies and procedures may be found in the current University Catalog.

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 credits

FYE1000	First Year Experience	2
FYE1001	First Yr Exp Service	1
ENG101	College English	3

Signature Seminar - 6 credits

	Seminar	3
	Seminar	3

Exploring Society and Global Diversity - 9 credits

	HIS Elective	3
	PSY, SOC, POL, or GEO	3
	HIS, PSY, SOC, POL, or GEO	3

Exploring the Natural World, Math & Technology - 9 credits

CIS114	Web Design I	3
	Math Elective	3
	BIO, CHEM, PHY, or SCI Elective	3

Exploring the Spiritual World - 9 credits

	PHL Elective	3
	RS Elective	3
	RS or PHL Elective	3

Exploring the Arts & the Imagination -- 9 credits

ENG200	Public Speaking	3
ENG105	Grammar Review	3
	ART, ENG or MUS Elective	3

Open Electives - 9 credits

	Elective	3
	Elective	3
	Elective	3

MAJOR

Pre-Requisites - 15 credits

BUS101	Business Theory	3
BUS207	Principles of Marketing	3
COMD115	Intro to Digital Communications	3
COMD217	Digital Media, Culture & Society	3
BUS205	Principles of Management	3

Social Media & Digital Communications Core - 39 credits

COMD206	Public Relations	3
COMD201	Mobile Content Creation	3
COMD218	Policy & Regulation	3
COMD303	Media Ethics	3
COMD301	Podcasting	3
COMD302	Video Production & Editing	3
COMD200	Digital Analytics & Visualization	3
COMD300	Strategies & Tactics for Digital and Social Media	3
COMD400	Digital Media Economics & Budgeting	3
COMD405	Internship	3
COMD4000	Capstone	3
CIS350	Multimedia	3
CIS424	Web Design II	3

Major Electives: Select 3 of the following - 9 credits

BUS350	Sports Marketing	3
BUS333	Advertising	3
COMD437	Special Topics	3
BUS334	Consumer Behavior	3
BUS410	Online Bus Marketing	3
ECN102	Microeconomics	3
ECN103	Macroeconomics	3

Grade/GPA Requirement: The minimum passing grade within major is a C (a grade of C- is not acceptable).

The minimum GPA is 2.0 and minimum cumulative GPA is 2.0

Credit Requirement - A minimum of 120 credits is required for this degree

Submit all transcripts prior to enrollment for accurate transfer evaluation

Highest math with C or better _____. Exempt from mat placements ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Processed by: _____

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Early Education with Pre K-4 Certification. Additional policies and procedures may be found in the current University Catalog and the School of Education Handbook.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 12 Credits

SOC	Elective	3			
PSY200¹	Developmental Psychology	3			
HIS131 or HIS132	American Civilization	3			
GEO	Geography Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

SCI	BIO, CHM, PHY, SCI Elective	3			
MTH103	Fundamentals of Math I	3			
MTH104	Fundamentals of Math II	3			

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS	Elective	3			
RS/PHL	Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ART, ENG, or Language	Elective	3			
ENG	Literature Elective ²	3			
MUS104	Music Appreciation ³	3			

¹ Child Psychology can be transferred in to replace this course.

² must be a literature course with an ENG prefix

³ or ART115 or ART116

PA Certification - To qualify for Pennsylvania instructional I certification a student must complete all certification specific coursework, pass required qualifying tests (Pearson: PAPA & PECT), and validate clearances.

Curriculum sheets for all education programs at Gwynedd Mercy University are subject to change pending program specific competency changes in certification by the Pennsylvania Department of Education. New regulations in 22 PA Code Chapter 49 may result in changes for teacher education programs at Gwynedd Mercy University.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Grade/GPA Requirement - The minimum passing grade within the major is C+. A minimum major GPA and cumulative GPA of 3.0 is required to be considered in good academic standing and remain a student within the School of Education.

Credit Requirements - A minimum of 120 credits is required for this degree. An evaluation of transcripts will be necessary to determine the required coursework for transfer students.

Course substitutions may be made at the discretion of the School.

MAJOR

Core Courses for BS in Early Education - 69 Credits

EDU100	Education in America	3			
EDU104	Health & Motor Development Pre K-4	3			
EDU216	Foundations of Teaching & Learning Pre K-4	3			
EDU223	Teaching Science Pre K-4	3			
EDU224	Teaching Social Studies Pre K-4	3			
EDU226	Reading Sequence I - Foundation of Early Literacy Research	3			
EDU227	Math Methods for Pre K-4	3			
EDU228	Art and Humanities	3			
EDU229	Reading Sequence II - Lang Dev. & Early Literacy, Instruction & Assessment	3			
EDU309	Technology Integration in Education Pre K-8	3			
EDU314	Reading Sequence III - Early Literacy Instruction & Assessment	3			
EDU316	Reading Literacy Instruction, Assessment & Intervention	3			
EDU351	Meeting the Needs of English Language Learners	3			
SPE205	Exceptional Person	3			
SPE231	Mild/Moderate Disabilities in the Inclusionary Setting	3			
SPE	Special Education Elective	3			
EDU414	Classroom Management for Pre K-4	3			
EDU415	Pre-Student Teaching PreK-8	3			
EDU498	Student Teaching Pre K-8	12			
EDU4000	Capstone Seminar	3			

	TAP	
	Semester	Validation
Freshmen		
Sophomore		
Transfer		
Junior		
Senior		



School of Business and Education

Special Education with Pre-K12 Special Education Certification
Bachelor of Science
2021-2022 curriculum
SPE.PK12.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Special Education with Special Education Certification. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM
Skills for Exploring - 6 credits

FYE1000	First Year Experience	2
FYE1001	First Year Experience Service	1
ENG101	College English	3

Signature Seminar - 6 Credits

	Seminar*	3
	Seminar	3

*SEM361 is the recommended Seminar

Exploring Society and Global Diversity - 12 Credits

SOC	Elective	3
PSY200¹	Developmental Psychology	3
HIS131 or HIS132	American Civilization	3
GEO	Geography Elective	3

¹ Child Psychology can be transferred in to replace this course.

Exploring the Natural World, Mathematics & Technology - 9 Credits

SCI	BIO, CHM, PHY, SCI Elective	3
MTH103	Fundamentals of Math I	3
MTH104	Fundamentals of Math II	3

Exploring the Spiritual World - 9 Credits

PHL	Elective	3
RS	Elective	3
RS/PHL	Elective	3

Exploring the Arts and the Imagination - 9 Credits

ENG	Elective	3
	Literature Elective ²	3
MUS104	Music Appreciation ³	3

² must be a literature course with an ENG prefix

³ or ART115 or ART116

Electives -6 credits

	Elective	3
	Elective	3

PA Certification - To qualify for Pennsylvania instructional I certification a student must complete all certification specific coursework, pass required qualifying tests (Pearson: PAPA & PECT), and validate clearances.

Grade/GPA Requirement - The minimum passing grade within the major is C+. A minimum major GPA and cumulative GPA of 3.0 is required to be considered in good academic standing and remain a student within the School of Education.

Credit Requirements - A minimum of 120 credits is required for this degree. An evaluation of transcripts will be necessary to determine the required coursework for

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

MAJOR
Core Courses for Education - 30 credits

EDU100	Education in America	3
EDU104	Health & Motor Development Pre K-4	3
EDU216	Foundations of Teaching & Learning Pre K-4	3
EDU226	Reading Sequence I - Foundation of Early Literacy Research	3
EDU227	Math Methods for Pre K-4	3
EDU228	Art and Humanities	3
EDU229	Reading Sequence II - Lang Dev. & Early Literacy, Instruction & Assessment	3
EDU309	Technology Integration in Education Pre K-8	3
EDU316	Reading Literacy Instruction, Assessment & Intervention	3
EDU351	Meeting the Needs of English Language Learners	3

Special Education Concentration - 33 credits

SPE205	Exceptional Person	3
SPE231	Mild/Moderate Disabilities in the Inclusionary Setting	3
SPE232	Students with Complex Needs in the Inclusionary Setting	3
SPE332	Assessment and Instruction of Students with Complex Needs	3
SPE331	Implementing Inclusive Practices for the Mild/Moderate Population	3
EDU415	Pre-Student Teaching	3
EDU498	Student Teaching	12
EDU/SPE4000	Capstone Seminar	3

	TAP	
	Semester	Validation
Freshmen		
Sophomore		
Transfer		
Junior		
Senior		

Curriculum sheets for all education programs at Gwynedd Mercy University are subject to change pending program specific competency changes in certification by the Pennsylvania Department of Education. New regulations in 22 PA Code Chapter 49 may result in changes for teacher education programs at Gwynedd Mercy University.

Course substitutions may be made at the discretion of the School.

Mary H. Van Bunt

Office of the Registrar
8/11/2021

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Early Education with Pre K-8 Special Education Certification. Additional policies and procedures may be found in the current University Catalog and the School of Education Handbook.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 12 Credits

SOC	Elective	3			
PSY200¹	Developmental Psychology	3			
HIS131 or HIS 132	American Civilization	3			
GEO	Geography Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

SCI	BIO, CHM, PHY, SCI Elective	3			
MTH103	Fundamentals of Math I	3			
MTH104	Fundamentals of Math II	3			

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS	Elective	3			
	RS Elective of PHL Upper Level Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ART,ENG, or Language	Elective	3			
ENG	Literature Elective ²	3			
MUS104	Music Appreciation ³	3			

¹ Child Psychology can be transferred in to replace this course.

² Any literature course with an ENG prefix

³ or ART115 or ART116

MAJOR

PreK-4 and PreK-8 Special Education - 75 credits

EDU100	Education in America	3			
EDU104	Health & Motor Development Pre K-4	3			
EDU216	Foundations of Teaching & Learning Pre K-4	3			
EDU223	Teaching Science Pre K-4	3			
EDU224	Teaching Social Studies Pre K-4	3			
EDU226	Reading Sequence I - Foundation of Early Literacy Research	3			
EDU227	Math Methods for Pre K-4	3			
EDU228	Art and Humanities	3			
EDU229	Reading Sequence II - Lang Dev. & Early	3			
EDU309	Technology Integration in Education Pre K-8	3			
EDU314	Reading Sequence III - Early Literacy Instruction & Assessment	3			
EDU316	Reading Literacy Instruction, Assessment & Intervention	3			
EDU351	Meeting with Needs of English Language Learners	3			
SPE205	Exceptional Person	3			
SPE231	Mild/Moderate Disabilities in the Inclusionary Setting	3			
SPE232	Students with Complex Needs in the Educational Setting	3			
SPE331	Implementing Inclusionary Practices for Mild/Moderate Population	3			
SPE332	Assessment and Instruction of Students with Complex Needs	3			
EDU414	Classroom Management for Pre K-4	3			
EDU415	Pre-Student Teaching PreK-8	3			
EDU498	Student Teaching Pre K-8	12			
EDU4000	Capstone Seminar	3			

	TAP	
	Semester	Validation
Freshmen		
Sophomore		
Transfer		
Junior		
Senior		

PA Certification - To qualify for Pennsylvania instructional I certification a student must complete all certification specific coursework, pass required qualifying tests (Pearson: PAPA & PECT), and validate clearances.

Curriculum sheets for all education programs at Gwynedd Mercy University are subject to change pending program specific competency changes in certification by the Pennsylvania Department of Education. New regulations in 22 PA Code Chapter 49 may result in changes for teacher education programs at Gwynedd Mercy University.

Grade/GPA Requirement - The minimum passing grade within the major is C+. A minimum major GPA and minimum cumulative GPA of 3.0 is required to be considered in good academic standing and remain a student within the Certification program.

Credit Requirements - A minimum of 126 credits is required for this degree

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Course substitutions may be made at the discretion of the School.

Processed by: _____

Office of the Registrar

7/9/2021

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Education Studies. Additional policies and procedures may be found in the current University Catalog and the School of Education Handbook.

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 credits

FYE 1000	First Year Experience	2			
FYE 1001	First Year Experience Service	1			
ENG 101	College English	3			

Signature Seminar - 6 credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 12 credits

HIS131 or 132	American Civilization	3			
PSY 200 ¹	Developmental Psychology	3			
SOC	Sociology Elective	3			
GEO	Geography Elective	3			

Exploring the Natural World, Mathematics and Technology - 9 credits

SCI	BIO, CHM, PHY, SCI Elective	3			
MTH 103	Fundamentals of Math I	3			
MTH 104	Fundamentals of Math II	3			

Exploring the Spiritual World - 9 credits

PHL	Philosophy Elective	3			
RS	Religious Study Elective	3			
RS/PHL	RS elective OR PHL upper level elective	3			

Exploring the Arts and the Imagination - 9 credits

ART,ENG, or Language	Elective	3			
ENG	Literature Elective ²	3			
MUS 104	Music Appreciation ³	3			

¹ Child Psychology can be transferred in to replace this course.

² must be ENG201, 216, 217 or literature elective

³ or ART115 or 116

Open Electives 15 credits

Elective		3			
Elective		3			
Elective		3			
Elective		3			
Elective		3			

PA Certification Requirement - Students interested in Pennsylvania Certification will apply for Official entry into the Teacher Professional Core curriculum on or before the 48 credit mark by succeeding with one of the four Basic Skills test options and an appropriate GPA of 3.0 or higher. The minimum passing grade within the major is C+ to move into the certification track. Students who do not successfully meet all of the Basic Skills Testing requirements will not be accepted into the Professional Core Major at that time, and, based on Departmental discretion, may be advised to choose another program, Education Studies or an Arts & Science program at the University.

Curriculum sheets for all education programs at Gwynedd Mercy University are subject to change pending program specific competency changes in certification by the Pennsylvania Department of Education.

Grade/GPA Requirement - A minimum major GPA and minimum cumulative GPA of 2.0 is required to be considered in good academic standing and remain a student within the Education Studies Program. A minimum grade of C is required in each of the major's courses.

Credit Requirements - A minimum of 120 credits is required for this degree. An evaluation of transcripts will be necessary to determine the required coursework for transfer students.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Course substitutions may be made at the discretion of the School.

MAJOR

Core Courses for BS in Education Studies - 54 Credits

EDU100	Education in America	3			
EDU104	Health & Motor Development Pre K-4	3			
EDU216	Foundations of Teaching & Learning Pre K-4	3			
EDU226	Reading Sequence I	3			
EDU227	Math Methods for Pre K-4	3			
EDU228	Art and Humanities	3			
EDU301	Educational Psychology	3			
EDU	Elective (229, 314, 316)	3			
EDU309	Educational Technology	3			
EDU351	Meeting the Needs of English Language Learners	3			
EDU395	Field Experience I	6			
SPE205	Exceptional Person	3			
SPE231	Mild/Moderate Disabilities in the Inclusionary Setting	3			
EDU495	Field Experience II	6			
EDU4000	Capstone Seminar	3			
EDU/SPE	Elective	3			

	TAP	
	Semester	Validation
Freshmen		
Sophomore		
Transfer		

The Education Studies major provides students the option of completing the requirements for the bachelor of science degree in education without completing the requirements for the Pennsylvania Instructional I teaching certificate.



A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Finance. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC,POL, or GEO	3			

Exploring the Natural World, Mathematics &Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

¹ or higher-level math

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Elective-6 credits

	Elective	3			
	Elective	3			

INTERNSHIP - One is required

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Highest math completed with C or better _____. Exempt from math placement____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 30 Credits

ACC301	Managerial Accounting	3			
BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS205	Principles of Management	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS318	Operations Management	3			
BUS212	International Business	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies - Capstone	3			

Finance Concentration - 21 Credits

BUS310	Principles of Finance	3			
BUS441	Internship (Reruiored)	3			
Select 5 of the following 3-credit courses -15 Credits					
ACC315	Personal Taxes	3			
ACC316	Investment & Business Taxation	3			
BUS311	Money, Banking & Financial Institutions	3			
BUS312	Managerial Finance	3			
BUS313	Investments	3			
BUS314	International Finance	3			
BUS352	Sport Business & Finance	3			
BUS375	Risk Management	3			
BUS410	Digital Marketing Management	3			
BUS324	Derivatives	3			
BUS325	Investments II (Portfolio Management)	3			

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Finance with MBA 4+1 option. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

¹ or higher-level math

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Elective - 6 credits

	Open Elective or Internship	3			
	Open Elective or Internship	3			

INTERNSHIP - The school of Business recommends that all students complete a minimum of one internship for the bachelor degree program. An internship requires approval of the Dean.

Highest math completed with C or better _____. **Exempt from math placement** ____ yes ____ no

ENG101 completed with C or better _____. **Exempt from writing placement** ____yes ____no

Grade/GPA Requirement - The minimum passing grade within the undergraduate major is C (a grade of C- is not acceptable). A minimum passing grade in the MBA courses is B (a grade of B- is not acceptable). The minimum major GPA is 2.0, minimum MBA option GPA is 3.0, and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree. Students must take 132 credits to complete the MBA 4+1 option.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 30 Credits

ACC301	Managerial Accounting	3			
BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS205	Principles of Management	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS318	Operations Management	3			
BUS212	International Business	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies - Capstone	3			

Finance Concentration - 21 Credits

BUS310	Principles of Finance	3			
BUS441	Internship Required	3			

Select 5 of the following 3-credit courses -15 Credits

ACC315	Personal Taxes	3			
ACC316	Investment & Business Taxation	3			
BUS311	Money, Banking & Financial Institutions	3			
BUS312	Managerial Finance	3			
BUS313	Investments	3			
BUS314	International Finance	3			
BUS352	Sport Business & Finance	3			
BUS375	Risk Management	3			
BUS410	Digital Marketing Management	3			
BUS324	Derivatives	3			
BUS325	Investments II	3			

MBA 4+1 Option - 12 Credits

MBA610	Strategic Management	3			
MBA620	Accounting for Decision Makers	3			
MBA630	Marketing Planning	3			
MBA640	Managing Business Operations	3			



A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Management. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics &Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math elective	3			
CIS	CIS elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Electives 6 credits

	Elective	3			
	Elective	3			

Internship-One Internship is required

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____yes ____no

ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 30 Credits

ACC301	Managerial Accounting	3			
BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS318	Operations Management	3			
BUS212	International Business	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies - Cap	3			

Management - 21 Credits

BUS205	Principles of Management	3			
BUS441	Internship	3			

Choose 5 courses from list below:

BUS311	Money, Banking and	BUS353	Sports Law
BUS312	Managerial Finance	BUS354	Athletics Administration
BUS313	Investments	BUS355	Facility Management
BUS314	International Finance	BUS373	Labor and Industrial Relations
BUS324	Derivatives	BUS375	Risk Management
BUS319	Purchasing and Contracting	BUS376	Employee Benefits
BUS320	Small Business Management	BUS377	Training and Development
BUS350	Principles of Sports Management	BUS381	Org Theory and Behavior
BUS351	Sports Marketing	BUS410	Online Marketing and Management
BUS352	Sports Business and Finance	BUS421	Corporate Studies
		BUS437	Special Topics (with advisor's approval)
		BUS438	Social Media Marketing

Processed by:_____

Mary H. Van Bunt

Office of the Registrar
7/12/2021



School of Business and Education

Management

Bachelor of Science
MBA 4+1 Option

2021-22 Curriculum
MGMT.41MBA.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Management with MBA 4+1 Option. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			
	HIS Elective	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Electives-6 credits

	Open Elective	3			
	Open Elective	3			

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 30 Credits

ACC301	Managerial Accounting	3			
BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS318	Operations Management	3			
BUS212	International Business	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies - Capstone	3			

Management 21 credits

BUS205	Principles of Management	3			
BUS 441	Internship	3			
Choose 5 elected from the list on the back					
	Management Major Elective	3			
	Management Major Elective	3			
	Management Major Elective	3			
	Management Major Elective	3			
	Management Major Elective	3			

MBA 4+1 Options - 12 Credits

MBA610	Strategic Management	3			
MBA620	Accounting for Decision Makers	3			
MBA630	Marketing Planning	3			
MBA640	Managing Business Operations	3			

INTERNSHIP- One Internship is required

Grade/GPA Requirement - The minimum passing grade within the undergraduate major is C (a grade of C- is not acceptable). A minimum passing grade in the MBA courses is a B (minimum of B- is not acceptable). The minimum major GPA is 2.0, minimum MBA option GPA is 3.0, and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree. Students must take 132 credits to complete the MBA 4+1 option.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____yes ____no

ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

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Mary H. Van Bunt

Office of the Registrar
Revised 7/9/2021



School of Business and Education

MARKETING
Bachelor of Science
2021-2022 Curriculum
MKTG.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Marketing.
Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Elective - 6 credits

	Elective	3			
	Elective	3			

Internship - One internship is required.

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Highest math completed with C or better _____. Exempt from math placement ____yes ____no

ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 27 Credits

BUS205	Principles of Management	3			
BUS209	Business Statistics I	3			
BUS212	International Business	3			
BUS214	Business Ethics	3			
BUS230	Business Law	3			
BUS310	Principles of Finance	3			
BUS318	Operations Management	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies	3			

Marketing - 21 Credits

BUS207	Principles of Marketing	3			
BUS333	Advertising/Digital Promotion Design	3			
BUS334	Consumer Behavior	3			
BUS441	Internship	3			
Choose 3 courses from the following:					
BUS334	Consumer Behavior	3			
BUS407	Marketing Research	3			
BUS410	Online Marketing Management	3			
BUS421	Corporate Studies	3			
BUS438	Social Media Marketing	3			
BUS351	Sports Marketing	3			
BUS437	Special Topics (with advisor approval)	3			

Digital Communications - 3 Credits

COMD200	Digital Analytics & Visual	3			

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Mary H. Van Bunt

Office of the Registrar
7/9/2021



School of Business and Education

MARKETING
Concentration in Digital Communications
Bachelor of Science

2021-2022 Curriculum
MKDC.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Marketing with a concentration in Digital Communications . Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics &Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Elective -3 credits

	Elective	3			

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 21 Credits

BUS205	Principles of Management	3			
BUS209	Business Statistics I	3			
BUS212	International Business	3			
BUS214	Business Ethics	3			
BUS230	Business Law	3			
BUS310	Principles of Finance	3			
BUS4000	Seminar: Business Policies & Strategies-	3			

Marketing - 21 Credits

BUS207	Principles of Marketing	3			
BUS333	Advertising/Digital Promotion Design	3			
BUS334	Consumer Behavior	3			
BUS441	Intership	3			
Choose 3 courses from the following:					
BUS407	Marketing Research	3			
BUS410	Online Marketing Management	3			
BUS421	Corporate Studies	3			
BUS438	Social Media Marketing	3			
BUS351	Sports Marketing	3			
BUS437	Special Topics (with advisor approval)	3			

Digital Communications - 12 Credits

COMD115	Intro to Digital Communications	3			
COMD200	Digital Analytics & Visual	3			
COMD201	Mobile Content Creation	3			
COMD300	Strategies & Tactics Dig/Social Media	3			

Internship - One intership is required

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Highest math completed with C or better _____. Exempt from math placement ____yes ____no

ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021



School of Business and Education

MARKETING

Bachelor of Science

MBA 4+1 Option

2021-2022 Curriculum

MKTG.41MBA.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Marketing with MBA 4+1 Option. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Math &Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Elective - 6 credits

	Open Elective	3			
	Open Elective	3			

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 27 Credits

BUS205	Principles of Management	3			
BUS209	Business Statistics I	3			
BUS212	International Business	3			
BUS214	Business Ethics	3			
BUS230	Business Law	3			
BUS310	Principles of Finance	3			
BUS318	Operations Management	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies	3			

Marketing - 21 Credits

BUS207	Principles of Marketing	3			
BUS333	Advertising/Digital Promotion Design	3			
BUS334	Consumer Behavior	3			
BUS441	Internship	3			

Choose 3 courses from the following:

BUS407	Marketing Research	3			
BUS410	Online Marketing Management	3			
BUS421	Corporate Studies	3			
BUS438	Social Media Marketing	3			
BUS351	Sports Marketing	3			
BUS437	Special Topics (with advisor approval)	3			

Digital Communications - 3 credits

COMD200	Digital Analytics & Visual	3			

MBA 4+1 Option - 12 Credits

MBA610	Strategic Management	3			
MBA620	Accounting for Decision Makers	3			
MBA630	Marketing Planning	3			
MBA640	Managing Business Operations	3			

Internship - One intership is required

Grade/GPA Requirement - The minimum passing grade within the undergraduate major is C (a grade of C- is not acceptable). A minimum passing grade in the MBA courses is B (a grade of B- is not acceptable). The minimum major GPA is 2.0, minimum MBA option GPA is 3.0, and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree. Students must take 132 credits to complete the MBA 4+1 option.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. **Exempt from math placement** ____yes____no

ENG101 completed with C or better _____. **Exempt from writing placement** ____yes ____no

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Office of the Registrar

Revised 7/9/2021

Mary H. Van Bunt



School of Business and Education

Sports Management

Bachelor of Science
2021-2022 Curriculum
SPMG.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Sports Management. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Electives 6 Credits

	Elective	3			
	Elective	3			

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 30 Credits

ACC301	Managerial Accounting	3			
BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS318	Operations Management	3			
BUS212	International Business	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies- Capstone	3			

Sports Management 21 credits

BUS205	Principles of Management	3			
BUS350	Principles of Sports Management	3			
BUS441	Internship	3			

Choose 4 courses from the following

BUS351	Sports Marketing	3			
BUS352	Sports Business and Finance	3			
BUS353	Sports Law	3			
BUS354	Athletics Administration	3			
BUS355	Facility Management	3			
BUS455	Sports Management Seminar	3			
BUS437	Special Topics (with advisor's approval)	3			

INTERNSHIP - One Internship is required

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Processed by:_____

Mary H. Van Bunt

Office of the Registrar
7/9/2021



School of Business and Education

Sports Management

Bachelor of Science

MBA 4+1 Option

2021-2022 Curriculum

SPMG.41MBA.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Sports Management with MBA 4+1 option. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	History Elective	3			
	PSY, SOC, POL, or GEO	3			
	HIS, PSY, SOC, POL, or GEO	3			

Exploring the Natural World, Mathematics & Technology - 9 Credits

	BIO, CHM, PHY, or SCI	3			
MTH	Math Elective	3			
CIS	CIS Elective	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS	Religious Studies Elective	3			
	RS or PHL Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG200	Public Speaking	3			
ENG	ENG Elective	3			
	ENG, MUS, ART, or Language	3			

Open Elective - 6 credits

	Open Elective	3			
	Open Elective	3			

MAJOR

Prerequisites - 15 Credits

ACC105	Principles of Accounting I	3			
ACC106	Principles of Accounting II	3			
BUS101	Business Theory	3			
ECN102	Microeconomics	3			
ECN103	Macroeconomics	3			

Management Core - 30 Credits

ACC301	Managerial Accounting	3			
BUS207	Principles of Marketing	3			
BUS230	Business Law	3			
BUS214	Business Ethics	3			
BUS209	Business Statistics I	3			
BUS310	Principles of Finance	3			
BUS318	Operations Management	3			
BUS212	International Business	3			
BUS340	Business Statistics II	3			
BUS4000	Seminar: Business Policies & Strategies- Capstone	3			

Sports Management - 21 Credits

BUS205	Principles of Management	3			
BUS 350	Principles of Sports Management	3			
BUS 441	Internship	3			
Choose 4 courses from list on reverse side					
	Sports Management Major Elective	3			
	Sports Management Major Elective	3			
	Sports Management Major Elective	3			
	Sports Management Major Elective	3			

MBA Option - 12 Credits

MBA610	Strategic Management	3			
MBA620	Accounting for Decision Makers	3			
MBA630	Marketing Planning	3			
MBA640	Managing Business Operations	3			

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____yes ____no

INTERNSHIP - One intership is required

Grade/GPA Requirement - The minimum passing grade within the undergraduate major is C (a grade of C- is not acceptable). A minimum passing grade in the MBA courses is B (a grade of B- is not acceptable). The minimum major GPA is 2.0, minimum MBA option GPA is 3.0, and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 120 credits is required for the bachelor degree. Students must take 132 credits to complete the MBA 4+1 option.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Processed by:_____

Mary H. Van Bunt

Office of the Registrar
Revised 7/9/2021

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Business. Additional policies and procedures may be found in the current University Catalog.

MINOR
Students accepted into the baccalaureate program other than business may earn a minor in Health Care Administration by completing 6 courses (18 credits).

A maximum of 6 credits may be transferred from another University. A minimum grade of "C" must be earned for each

BUS101	Business Theory	3
ECN103	Macroeconomics	3
HA301	Health Care Delivery Systems	3
HA302	Health Care Administration	3
HA401	Health Care Financial Management	3
HA402	Legal Issues in Health Administration	3

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for one of the Minors in School of Education. Additional policies and procedures may be found in the current University Catalog.

MINOR

Students accepted into a baccalaureate program other than Special Education may earn a minor in Special Education by completing 6 courses (18 credits) in Special Education.

	SPE 200, 300 or 400 Level Special Education	3
	SPE 200, 300 or 400 Level Special Education	3
	SPE 200, 300 or 400 Level Special Education	3
	SPE 200, 300 or 400 Level Special Education	3
SEM 361	Embracing Special Needs	3
EDU 316	Reading-Literacy Inst Assess & Intervention	3

A maximum of 6 credits may be transferred from another University.
A minimum grade of "B" must be earned for each course.

Any combination of 18 credits from the above courses.

"B-" is not acceptable.

Mary H. Van Bunt



Frances M. Maguire School of
Nursing and Health Professions

Medical Laboratory Science
Bachelor of Science
2021-2022 Curriculum
MLS.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Medical Laboratory Science. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101*	College English	3			

Signature Seminar - 6 credits

SEM	Seminar I	3			
SEM	Seminar II	3			

Exploring Society and Global Diversity - 9 Credits

HIS	Elective	3			
PSY100	General Psychology	3			
PSY111*	Statistics	3			

Exploring the Natural World, Mathematics & Technology - 3 Credits

MTH136**	Topics of Math	3			

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS	Elective	3			
	RS elective or PHL upper level elective	3			

Exploring the Arts and Imagination - 9 Credits

ENG	Elective	3			
	LLFA Elective	3			
	LLFA Elective	3			

Open Electives - 0 - 30 Credits

Only students with an associate degree in Medical Laboratory complete 30 credits of open electives.					
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			
	Elective	3			

Students transferring to Thomas Jefferson University must take 70 credits for 3+1 and 55 credits for 2+2. All starred courses plus 26 credits for 3+1. All starred* courses plus 11-12 credits for 2+2.

**Students transferring to Thomas Jefferson University take Math 142 (needs level 4 placement score)

NOTE: Science courses must be less than 7 years old at the beginning of the senior clinical year.

Online labs for required sciences are not transferrable.

Grade/GPA Requirement - The minimum passing grade within the major concentration is C (a grade of C- is not acceptable). The minimum major GPA is 2.5 and minimum cumulative GPA is 2.8.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Processed by: _____

MAJOR

Medical Laboratory Science - 35 Credits

All students must complete:

MLS410	Medical Immunohematology	2			
MLS425	Advanced Hematology & Coagulation	2			
MLS435	Immunology	2			
MLS445	Medical Chemistry	4			
MLS455	Medical Microbiology	5			
MLS415	Clinical Immunohematology	2			
MLS420	Basic Hematology & Coagulation	2			
MLS430	Clinical Hematology & Coagulation	2			
MLS440	Urinalysis & Other Body Fluid	2			
MLS450	Clinical Chemistry	4			
MLS460	Clinical Microbiology	4			
MLS475	Clinical Seminar/Capstone	4			

Natural & Computational Sciences - 38-43 Credits

BIO203*	General Biology I	3			
BIO203L*	General Biology I Lab	1			
BIO402	Molecular Biology of Cells ¹	3			
BIO402L	Molecular Biology of Cells Lab ¹	1			
BIO305*	Biology of Microorganisms	4			
BIO313	Immunology	3			
CHM151*	Principles of Chemistry I	3			
CHM151L*	Principles of Chemistry I Lab	1			
CHM152*	Principles of Chemistry II	3			
CHM152L*	Principles of Chemistry II Lab	1			
CHM203*	Organic Chemistry I	3			
CHM203L*	Organic Chemistry I Lab	1			
CHM204*	Organic Chemistry II	3			
CHM204L*	Organic Chemistry II Lab	1			
CHM301	Biochemistry	3			
CHM301L	Biochemistry Lab	1			

Requirement for students who possess an associate degree in Medical Laboratory Technology (3 Credits)

BIO103	Human Anatomy	3			

Requirement for students who do not possess an associate degree in Medical Laboratory Technology (8 Credits)

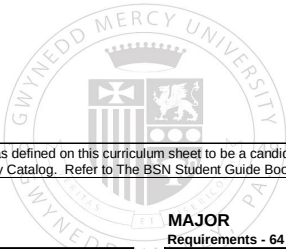
BIO107*	Anatomy & Physiology I	3			
BIO107L*	Anatomy & Physiology I Lab	1			
BIO108*	Anatomy & Physiology II	3			
BIO108L*	Anatomy & Physiology II Lab	1			

¹Or BIO251 Genetics/Lab

Credit Requirements - A minimum of 120 credits is required for this degree.

Mary H. Van Bunt

Office of the Registrar
7/9/2021



A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Nursing. Additional policies and procedures may be found in the current University Catalog. Refer to The BSN Student Guide Book for policies regarding progression.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 12 Credits

SOC*	Sociology Elective	3			
PSY202	Developmental Psychology	3			
HIS	History Elective	3			
PSY111	Statistics	3			

**Transfer students can take any SOC, all others must take SOC100*

Exploring the Natural World, Mathematics & Technology - 18 Credits

MTH103	Fundamentals of Mathematics I	3			
CHM 111	Chemistry for Allied Health Professions	3			
CHM 111	Chemistry for Allied Health Professions	1			
BIO107	Anatomy & Physiology I	3			
BIO107L	Anatomy & Physiology I Lab	1			
BIO108	Anatomy & Physiology II	3			
BIO108L	Anatomy & Physiology II Lab	1			
BIO121	Microbiology for Health Sciences	3			

Nutrition - 3 Credits

NUT200	Principles of Nutrition**	3			

Exploring the Spiritual World - 9 Credits

PHL	Philosophy Elective	3			
RS231	Morality & Contemporary Health Care	3			
RS or PHL	Religious Studies or Philosophy Elective	3			

Exploring the Arts and the Imagination - 9 Credits

	ENG, MUS, ART or Language	3			
ENG	English Elective	3			
	ENG, MUS, ART or Language	3			

Grade/GPA Requirement - The minimum passing grade within the major is C (a grade of C- is not acceptable). A minimum grade of C (C- is not acceptable) must also be earned in nutrition, psychology, statistics and all natural science requirements. The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 127 credits is required for the BSN.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

MAJOR

Requirements - 64 Credits

NUR208	Introduction to Professional Nursing	2			
NUR209	Fundamentals of Nursing Practice	4			
NUR212	Health Assessment in Nursing	3			
NUR 219	Nursing Medication Mathematics	1			
NUR307	Nursing Care of Adults	6			
NUR313	Contemporary Issues in Professional Nursing	2			
NUR316	Nursing Care of Clients with Alterations in Behavioral Health	4			
NUR317	Nursing Care of Women, Children & Families	5			
NUR319	Nursing Care of Adults with Complex Health Care Problems	5			
NUR 324	Pathophysiology and Pharmacological Integrated Concepts	4			
NUR413	The Older Adult	3			
NUR417	Genomics in Nursing	3			
NUR419	Synthesis of Learning for Nursing Practice	6			
NUR422	Health and Illness in the Community	5			
NUR423	Global Health & Health Policy	2			
NUR 460	Nursing Research & Evidenced -Based Practice	3			
NUR4001	Professional Nursing - Capstone	3			
NUR	Nursing Elective	3			

****Nutrition must be taught by a Registered Dietician. Submit Verification of instructor's credentials.**

Sciences Must Be Within 7 years Old

Virtual labs for required sciences are not transferrable.

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Nursing. Additional policies and procedures may be found in the current University Catalog. Refer to The BSN Student Guide Book for policies regarding progression.

Advanced Standing - 64

Students who have earned a bachelor degree from a regionally accredited college or university who has been accepted into the Accelerated BSN program will be awarded 64 credits of advanced standing credits.

Submit all transcripts prior to enrollment for accurate transfer evaluation
**Nutrition must be taught by a Registered Dietician. Submit Verification of instructor's credentials.
** Sciences must be within 7 years to be transferred
** Virtual labs for required sciences are NOT transferrable

MAJOR
Requirements - 67 Credits

NUR208	Introduction to Professional Nursing	2			
NUR209	Fundamentals of Nursing Practice	4			
NUR212	Health Assessment in Nursing	3			
NUR219	Nursing Medication Mathematics	1			
NUR307	Nursing Care of Adults	6			
NUR313	Contemporary Issues in Professional Nursing	2			
NUR316	Nursing Care of Clients with Alterations in Behavioral Health	4			
NUR317	Nursing Care of Women, Children & Families	5			
NUR319	Nursing Care of Adults with Complex Health Care Problems	5			
NUR324	Pathophysiology and Pharmacological Integrated Concepts	4			
NUR413	The Older Adult	3			
NUR417	Genomics in Nursing	3			
NUR419	Synthesis of Learning for Nursing Practice	6			
NUR422	Health and Illness in the Community	5			
NUR423	Global Health & Health Policy	2			
NUR460	Nursing Research & Evidence- Based Practice	3			
NUR4001	Leadership and Management in Nursing	3			
NUR	Nursing Elective	3			
RS231	Bioethics	3			

Grade/GPA Requirement: The minimal passing within the major is "C" (A grade of "C-" is not acceptable). The minimum major GPA is a 2.0 and minimum Cumulative GPA is a 2.0.

Credit Requirements: A minimum of 131 credits is required for the BSN degree

Mary H. Van Bunt



Frances M. Maguire School of Nursing
and Health Professions

Nursing
Bachelor of Science
2021-2022 Curriculum
NUR.BSN.2DEG

**BSN Weekend 2nd
Degree**

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Nursing. Additional policies and procedures may be found in the current University Catalog. Refer to The BSN Student Guide Book for policies regarding progression.

Advanced Standing - 64

Students who have earned a bachelor degree from a regionally accredited college or university who has been accepted into the Accelerated BSN program will be awarded 64 credits of advanced standing credits.

- Submit all transcripts prior to enrollment for accurate transfer evaluation
- **Nutrition must be taught by a Registered Dietician. Submit Verification of instructor's credentials.
 - ** Sciences must be within 7 years to be transferred
 - ** Virtual labs for required sciences are NOT transferrable

**MAJOR
Requirements - 67 Credits**

NUR208	Introduction to Professional Nursing	2			
NUR209	Fundamentals of Nursing Practice	4			
NUR212	Health Assessment in Nursing	3			
NUR219	Nursing Medication Mathematics	1			
NUR307	Nursing Care of Adults	6			
NUR313	Contemporary Issues in Professional Nursing	2			
NUR316	Nursing Care of Clients with Alterations in Behavioral Health	4			
NUR317	Nursing Care of Women, Children & Families	5			
NUR319	Nursing Care of Adults with Complex Health Care Problems	5			
NUR324	Pathophysiology and Pharmacological Integrated Concepts	4			
NUR413	The Older Adult	3			
NUR417	Genomics in Nursing	3			
NUR419	Synthesis of Learning for Nursing Practice	6			
NUR422	Health and Illness in the Community	5			
NUR423	Global Health & Health Policy	2			
NUR460	Nursing Research & Evidence- Based Pra	3			
NUR4001	Professional Nursing - Capstone	3			
NUR	Nursing Elective	3			
RS231	Bioethics	3			

Grade/GPA Requirement: The minimal passing within the major is "C" (A grade of "C-" is not acceptable). The minimum major GPA s a 2.0 and minimum Cumulative GPA is a 2.0.

Credit Requirements: A minimum of 131 credits is required for the BSN degree

Mary H. Van Bunt

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Health Science in Occupational Science. Additional policies and procedures may be found in the current University Catalog.

**GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM**

Skills for Exploring - 6 Credits

FYE 1000	First Year Experience	2			
FYE 1001	First Year Experience Service	1			
ENG 101	College English	3			

Signature Seminar - 6 Credits

SEM	Seminar	3			
SEM	Seminar	3			

Exploring Society and Global Diversity - 27 Credits

SOC 100	Principles of Sociology*	3			
PSY 100	General Psychology*	3			
PSY 111	Statistics*	3			
PSY 200	Developmental Psychology*	3			
PSY 210	Abnormal Psychology*	3			
PSY 150	Social Psychology	3			
PSY 211	Fundamentals of Biopsychology	3			
PSY 260	Death and Dying	3			
HIS	History Elective	3			

Exploring the Natural World, Mathematics & Technology - 14 Credits

MTH 136	Topics in Mathematics	3			
BIO 107	Anatomy & Physiology I*	3			
BIO 107L	Anatomy & Physiology I Lab*	1			
BIO 108	Anatomy & Physiology II*	3			
BIO 108L	Anatomy & Physiology II Lab*	1			
BIO or SCI	Biology or Science Elective	3			

Nutrition - 3 Credits

NUT 200	Principles of Nutrition	3			

Exploring the Spiritual World - 9 Credits

RS 115	World Religions	3			
PHL	Philosophy Elective	3			
RS or PHL	Religious Studies or Philosophy Elective	3			

Exploring the Arts and the Imagination - 9 Credits

COM 101	Public Speaking	3			
ENG	English Elective	3			
	ENG, MUS, ART or Language Elective	3			

Open Elective - 3 Credits

	Open Elective	3			

Grade Requirements: A 3.1 overall university GPA and a 3.1 combined GPA in select courses* must be attained prior to registration of OSC 400 level courses.

A 3.0 GPA is required for each academic term while taking OSC 400 level courses. Failure to meet this standard will result in academic probation.

Up to 2 non-OSC 400 level courses may be re-taken. A&P I & II courses must be completed within 5 years and 10 years for other courses prior to graduation.

Technical Standards for OT Practice: All students must meet these standards with or without reasonable accommodation prior to taking any OSC 400 level courses.

Health and Clearance Requirements: All students must be in timely compliance with all health and clearance requirements outlined in the undergraduate course catalog.

Deceleration: a "C" or greater is required of all major courses above, earning less than a "C" will require the course to be retaken with a "B" or better earned on the retake.

Dismissal: Earning two or more OSC 400 grades of less than a "C" or not earning a "B" or better on a major course retake may result in dismissal from the Program.

Occupational Therapy Observation Hours Requirement: 50 verified hours or more of OT observation is required of all students prior to taking any 400 level OSC course.

Credit/Graduation Requirements: 125 credits and a 3.0 GPA or greater is required to graduate with a BHS in Occupational Science.

Submit all transcripts prior to enrollment for accurate transfer evaluation. Maximum of 35 credits can be transferred, remaining courses must be completed at GMercyU.

Highest math completed with C or better _____. **Exempt from math placement** ____ yes ____ no

MAJOR

Pre-Professional Phase: 12 Credits

OSC 101	Introduction to Occupational Science and Occupational Therapy	3			
OSC 201	Study of the Form, Function, and Meaning of Occupation	2			
OSC 301	Health, Disability, and Occupation	2			
HS 100	Introduction to Allied Health	2			
HS 305	Teaching in the Health Professions	3			

Professional Phase: 36 Credits

OSC 402	Neuroscience of Occupational Behavior	2			
OSC 403	Functional Anatomy for Occupational Therapy	3			
OSC 405	Foundations of Occupational Therapy	3			
OSC 406	Creativity and Activity Analysis	2			
OSC 407	Kinesiology for Occupational Therapy	3			
OSC 414	Research Methods I: Evidence-based Practice	3			
OSC 410	Professional Development I: Ethics, Values, and Responsibilities	2			
OSC 408	Professional Skills I: Therapeutic Use of Self	2			
OSC 411	Health and Medical Conditions: Children and Youth	2			
OSC 412	Occupational Therapy Process: Children and Youth	5			
OSC 413	Occupational Therapy Fieldwork I: Children and Youth	1			
OSC 4000	Wellness and Health Promotion through Occupation Capstone	2			
OSC 416	Professional Development II: Healthcare, Policy, and Advocacy	3			
OSC 415	Professional Skills II: Mobility, ADL, IADL,	3			

Minor in Psychology: students meeting minor Psychology course and credit requirements may be eligible to earn a minor in Psychology.

Change of Major: GMercyU students need a minimum of a 3.1 cumulative university GPA by the end of the spring semester to be eligible to apply for an interview. Students must submit a Program application to the Program Director between April 1-May1. Seat availability is limited. Meeting GPA requirements alone does not guarantee acceptance of a change of major to the BHS in Occupational Science Program.



Frances M. Maguire School of Nursing
and Health Professions

Radiation Therapy

Bachelor of Science
2021-2022 Curriculum
RTT.BS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Radiation Therapy. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections

GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	Elective	3			
PSY100	General Psychology	3			
PSY111*	Statistics	3			

Exploring the Natural World, Mathematics & Technology - 14 credits

	MTH 141 OR 142	3			
BIO107	Anatomy & Physiology I	3			
BIO107L	Anatomy & Physiology I Lab	1			
BIO108	Anatomy & Physiology II	3			
BIO108L	Anatomy & Physiology II Lab	1			
CIS101	Intro to Desktop Computing	3			

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS	Elective	3			
RS or PHL	RS Elective or PHL Upper Level Elective	3			

Exploring the Arts and Imagination - 9 Credits

ENG200	Public Speaking	3			
LLFA	Elective	3			
ENG	Literature Elective	3			

MAJOR

Radiation Therapy - 69 Credits

HS100	Introduction to Allied Health	2			
RTS100	Introduction to Radiation Therapy	3			
RTS101	Orientation to Clinical Education I	2			
RTS107	Prin. of Medical Imaging	3			
RTS110	Orientation to Clinical Education II	3			
PHY111	Physics for AH Science	3			
RTS200	Radiation Biology	3			
RTS202	Principles of Radiation Oncology Patient Care	2			
RTS203	Principles of Technical RT	2			
RTS204	Clinical Education I	3			
RTS208	Tech Radiation Therapy I	3			
RTS209	Clinical Oncology I	1			
RTS303	Clinical Education II	3			
RTS304	Tech Radiation Therapy II	3			
RTS305	Clinical Oncology II	1			
RTS306	Applied Radiation Physics I	3			
RTS307	Principles of Medical Dosimetry	3			
RTS308	Cross-Sectional Anatomy	2			
RTS320	Clinical Education III	3			
RTS400	Tech Radiation Therapy III	1			
RTS402	Applied Radiation Physics II	3			
RTS403	Clinical Education IV	3			
RTS404	Advanced Medical Dosimetry	2			
RTS406	TQM in Radiation Oncology	1			
RTS407	Clinical Education V	4			
RTS408	App Phys of Advanced Treat Tech	2			
RTS410	Capstone Seminar in RT	2			
RTS4000	Capstone Research Project	3			
Additional Courses - 9 Credits					
HS305	Teaching in Health Profession	3			
HS403	Current Topics Healthcare	3			
HS208	Basic Pathophysiology	3			

Online labs for required sciences are not transferrable.

Grade/GPA Requirement: The minimum passing grade is C (a grade of C- is not acceptable) for all courses in the Natural World, Mathematics and Technology, Statistics and Public Speaking as well as and the major. The minimum major GPA is 3.0 and minimum cumulative GPA is 3.0.

Credit Requirements - A minimum of 131 credits is required for this degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Processed by _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021



Frances M. Maguire School of Nursing
and Health Professions

Radiation Therapy
for Radiological Technologists
Bachelor of Health Science
2021-2022 Curriculum
RTT.BHS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Health Science in Radiation Therapy for Radiological Technologists. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

	Seminar	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

HIS	Elective	3			
PSY100	General Psychology	3			
PSY111*	Statistics	3			

Exploring the Natural World, Mathematics & Technology - 14 credits

BIO107	Anatomy & Physiology I	3			
BIO107L	Anatomy & Physiology I Lab	1			
BIO108	Anatomy & Physiology II	3			
BIO108L	Anatomy & Physiology II Lab	1			
CIS101	Intro to Desktop Computing	3			
	MTH 141 OR 142	3			

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS	Elective	3			
PHL or RS	RS Elective or PHL Upper Level Elective	3			

Exploring the Arts and Imagination - 9 Credits

ENG200	Public Speaking	3			
LLFA	Elective	3			
ENG	Literature Elective	3			

Open Electives - 30 Credits

	Physics	3			
	Radiography Courses & ARRT Certification	27			

Grade/GPA Requirement - The minimum passing grade is C (a grade of C- is not acceptable) for all courses in the Natural World, Mathematics and Technology, Statistics and Public Speaking as well the major. The minimum major GPA is 3.0 and minimum cumulative GPA is 3.0.

Credit Requirements - A minimum of 145 credits is required for this degree.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no
ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

MAJOR

Radiation Therapy Technology - 53 Credits

RTS200	Radiation Biology	3			
RTS202	Principles of Radiation Oncology Patient Care	2			
RTS203	Principles of Technical RT	2			
RTS204	Clinical Education I	3			
RTS208	Tech Radiation Therapy I	3			
RTS209	Clinical Oncology I	1			
RTS303	Clinical Education II	3			
RTS304	Tech Radiation II	3			
RTS305	Clinical Oncology II	1			
RTS306	Applied Radiation Physics I	3			
RTS307	Principles of Medical Dosimetry	3			
RTS308	Cross- Sectional Anatomy	2			
RTS320	Clinical Education III	3			
RTS400	Tech Radiation Therapy III	1			
RTS402	Applied Radiation Physics II	3			
RTS403	Clinical Education IV	3			
RTS404	Advanced Medical Dosimetry	2			
RTS406	TQM in Radiation Oncology	1			
RTS407	Clinical Education V	4			
RTS408	App Phys of Advanced Treat Tech	2			
RTS410	Capstone Seminar in RT	2			
RTS4000	Capstone Research Project	3			
Additional Courses - 9 Credits					
HS208	Basic Pathophysiology	3			
HS305	Teaching in Health Professions	3			
HS403	Current Topics Healthcare	3			

Online labs for required sciences are not transferrable.

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Radiologic Technology. Additional policies and procedures may be found in the current University Catalog.

**GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM**

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

SEM	Seminar	3			
SEM	Seminar	3			

Exploring Society and Global Diversity - 12 Credits

SOC	Elective	3			
HIS	Elective	3			
PSY100	General Psychology	3			
PSY111	Statistics	3			

Exploring the Natural World, Mathematics & Technology - 18 credits

BIO107	Anatomy & Physiology I	3			
BIO107L	Anatomy & Physiology I Lab	1			
BIO108	Anatomy & Physiology II	3			
BIO108L	Anatomy & Physiology II Lab	1			
CIS101	Intro to Desktop Computing	3			
MTH*	141 or 142	3			
PHY111	Physics for Allied Health	3			
PHY111L	Physics for Allied Health Lab	1			

*Some hospital programs may also require two math courses and students need to check the admissions requirements of programs to which they are planning to apply. Students must have taken two years of high school algebra and score a "4" on the placement test in order to be eligible for MTH141 or 142. If a student does not meet these requirements, the student will need to complete math modules in the Academic Resource Center and/or take MTH002 prior to enrolling in MTH141 or 142.

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS231	Bioethics	3			
RS	Elective	3			

Exploring the Arts and the Imagination - 9 Credits

LLFA	Elective	3			
ENG200	Public Speaking	3			
ENG	Literature Elective	3			

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Online labs for required sciences are not transferrable.

Grade/GPA Requirement - The minimum passing grade C (a grade of C- is not acceptable) for all courses in the Natural World, Mathematics and Technology and the major. The minimum major GPA is 2.5 and minimum cumulative GPA is 2.8.

Credit Requirements - A minimum of 122 credits is required for this degree.

Must take 36 credits minimum at GMercyU.

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Radiological Technology - 62 Credits

HS109	Medical Terminology & Acute Care Record	3			
RDS300	Orientation/Intro to Rad Tech	2			
RDS301	Patient Care	3			
RDS302	Radiographic Procedures I	3			
RDS303	Principles of Exposure I	3			
RDS311	Clinical Education I	2			
RDS305	Radiographic Procedures II	3			
RDS306	Digital Image Acq. & Display	3			
RDS307	Radiation Physics	3			
RDS309	Clinical Education II	2			
RDS310	Clinical Education III	3			
RDS321	Ethics/Medical Law/Human Diversity	3			
RDS402	Radiographic Procedures III	3			
RDS403	Radiation Biology & Protection	2			
RDS404	Advanced Imaging Techniques I	2			
RDS407	Clinical Education IV	3			
RDS408	Radiographic Pathology	3			
RDS409	Advanced Imaging Techniques II	3			
RDS410	Radiographic Procedures IV	2			
RDS413	Clinical Education V	3			
RDS415	Clinical Education VI	3			
RDS420	Pharmacology & Drug Administration	2			
RDS4000	Capstone Course	3			

Please note: No more than one (1) Seminar Course may be taken in any semester. Also, all GMercyU general education requirements must be completed prior to attending an accredited Radiologic Technology Program.

Mary H. Van Bunt

Office of the Registrar
7/20/2021

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Bachelor of Science in Radiologic Technology. Additional policies and procedures may be found in the current University Catalog.

**GMC: Growing Mercy Connections
GENERAL EDUCATION AND CORE CURRICULUM**

Skills for Exploring - 6 Credits

FYE1000	First Year Experience	2			
FYE1001	First Year Experience Service	1			
ENG101	College English	3			

Signature Seminar - 6 Credits

SEM	Seminar	3			
SEM	Seminar	3			

Exploring Society and Global Diversity - 12 Credits

SOC	Elective	3			
HIS	Elective	3			
PSY100	General Psychology	3			
PSY111	Statistics	3			

Exploring the Natural World, Mathematics & Technology - 18 credits

BIO107	Anatomy & Physiology I	3			
BIO107L	Anatomy & Physiology I Lab	1			
BIO108	Anatomy & Physiology II	3			
BIO108L	Anatomy & Physiology II Lab	1			
CIS101	Intro to Desktop Computing	3			
MTH*	141 or 142	3			
PHY111	Physics for Allied Health	3			
PHY111L	Physics for Allied Health Lab	1			

*Some hospital programs may also require two math courses and students need to check the admissions requirements of programs to which they are planning to apply. Students must have taken two years of high school algebra and score a "4" on the placement test in order to be eligible for MTH141 or 142. If a student does not meet these requirements, the student will need to complete math modules in the Academic Resource Center and/or MTH002 prior to enrolling in MTH141 or 142.

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS231	Bioethics	3			
RS	Elective	3			

Exploring the Arts and the Imagination - 9 Credits

LLFA	Elective	3			
ENG200	Public Speaking	3			
ENG	Literature Elective	3			

Please note: Only one (1) Seminar Course may be taken in any semester. Also, all GMercyU general education requirements must be completed prior to attending an accredited Radiologic Technology Program.

Online labs for required sciences are not transferrable.

Grade/GPA Requirement - The minimum passing grade C (a grade of C- is not acceptable) for all courses in the Natural World, Mathematics and Technology and the major. The minimum major GPA is 2.5 and minimum cumulative GPA is 2.8.

Credit Requirements - A minimum of 122 credits is required for this degree.

Must take 36 credits minimum at GMercyU.

Highest math completed with C or better _____. Exempt from math placement ____ yes ____ no

ENG101 completed with C or better _____. Exempt from writing placement ____ yes ____ no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

MAJOR

Radiological Technology - 62 Credits

HS109	Medical Terminology & Acute Care Record	3			
RDS300	Orientation/Intro to Rad Tech	2			
RDS301	Patient Care	3			
RDS302	Radiographic Procedures I	3			
RDS303	Principles of Exposure I	3			
RDS311	Clinical Education I	2			
RDS305	Radiographic Procedures II	3			
RDS306	Digital Image Acq. & Display	3			
RDS307	Radiation Physics	3			
RDS309	Clinical Education II	2			
RDS310	Clinical Education III	3			
RDS321	Ethics/Medical Law/Human Diversity	3			
RDS402	Radiographic Procedures III	3			
RDS403	Radiation Biology & Protection	2			
RDS404	Advanced Imaging Techniques I	2			
RDS407	Clinical Education IV	3			
RDS408	Radiographic Pathology	3			
RDS409	Advanced Imaging Techniques II	3			
RDS410	Radiographic Procedures IV	2			
RDS413	Clinical Education V	3			
RDS415	Clinical Education VI	3			
RDS420	Pharmacology & Drug Administration	2			
RDS4000	Capstone Course	3			

Jefferson Prerequisites - 16 credits

CHM151	Principles of Chemistry I	3			
CHM151L	Principles of Chemistry I Lab	1			
CHM151R	Principles of Chemistry I Rec	0			
MTH245	Calculus I	4			
PHY241**	General Physics I	3			
PHY241L**	General Physics I Lab	1			
PHY241R**	General Physics I Recitation	0			
PHY242**	General Physics II	3			
PHY242L**	General Physics II Lab	1			
PHY242R**	General Physics II Recitation	0			

**PHY241/242 Replaces PHY111 from above.



Frances M. Maguire School of Nursing
and Health Professions

Respiratory Care

Associate of Science 3+1 Program
Bachelor of Health Science
2021-20211 Curriculum
RC.AS, RC.BHS

A student must complete the course and credit requirements as defined on this curriculum sheet to be a candidate for the Associate of Science and/or Bachelor of Health Science in Respiratory Care. Additional policies and procedures may be found in the current University Catalog.

GMC: Growing Mercy Connections GENERAL EDUCATION AND CORE CURRICULUM

Skills for Exploring - 6 Credits

FYE1000*	First Year Experience	2			
FYE1001*	First Year Experience Service	1			
ENG101*	College English	3			

Signature Seminar - 6 Credits

	Seminar*	3			
	Seminar	3			

Exploring Society and Global Diversity - 9 Credits

	HIS, SOC, PSY, ECN, GEO, POL Elective	3			
PSY100*	General Psychology	3			
PSY111*	Statistics	3			

Exploring the Natural World, Mathematics & Technology - 23 credits

BIO107*	Anatomy & Physiology I	3			
BIO107L*	Anatomy & Physiology I Lab	1			
BIO108*	Anatomy & Physiology II	3			
BIO108L*	Anatomy & Physiology II Lab	1			
BIO121*	Microbiology	3			
CIS101*	Intro to Desktop Computing	3			
CHM115*	Chemistry for Health Professions	3			
MTH136*	Topics of Math	3			
PHY111*	Physics for Allied Health	3			

Exploring the Spiritual World - 9 Credits

PHL	Elective	3			
RS*	Elective	3			
	RS Elective or PHL Upper Level Elective	3			

Exploring the Arts and the Imagination - 9 Credits

ENG	Eng Elective	3			
ENG200*	Public Speaking	3			
	LLFA Elective	3			

MAJOR

Respiratory Care - 65 Credits

RC200*	Introduction to AH	2			
RC210*	Medical Terminology	1			
RC230*	Respiratory Theory I	4			
RC231*	Respiratory Theory II	3			
RC232*	Respiratory Theory III	3			
RC233*	Respiratory & Cardiac Physiology	3			
RC234*	Respiratory Pharmacology	3			
RC240*	Respiratory Procedures I	1			
RC241*	Respiratory Procedures II	1			
RC242*	Respiratory Procedures III	1			
RC250*	Clinical Respiratory Care I	3			
RC251*	Clinical Respiratory Care II	3			
RC330*	Advanced Respiratory Theory I	3			
RC331*	Advanced Respiratory Theory II	3			
RC332*	Advanced Respiratory Theory III	3			
RC336*	Respiratory Pathophysiology	4			
RC334*	RC Research - Capstone	3			
RC337*	Respiratory Seminar - Capstone	4			
RC340*	Advanced Respiratory Procedures I	1			
RC341*	Advanced Respiratory Procedures II	1			
RC342*	Advanced Respiratory Procedures III	1			
RC350*	Advanced Clinical Respiratory I	2			
RC351*	Advanced Clinical Respiratory II	3			
	HA/HS Elective	3			
	HA/HS Elective	3			
	HA/HS Elective	3			

Prerequisites: English proficiency and high school chemistry or physics.

*Courses are required for AS program.

Years 1, 2 and 3 qualify student for an Associate Degree in Respiratory Care and NBRC Certification and Registry Eligibility.

Online labs for required sciences are not transferrable.

Grade/GPA Requirement - The minimum passing grade is C (a grade of C- is not acceptable) for all courses in Core III Natural World, Mathematics and the major. The minimum major GPA is 2.0 and minimum cumulative GPA is 2.0.

Credit Requirements - A minimum of 100 credits is required for the AS. A minimum of 127 credits is required for the BHS.

Highest math completed with C or better _____. **Exempt from math placement** ____ yes ____ no
ENG101 completed with C or better _____. **Exempt from writing placement** ____yes ____no

Submit all transcripts prior to enrollment for accurate transfer evaluation.

Processed by: _____

Mary H. Van Bunt

Office of the Registrar
7/9/2021