

specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Health and Wellness major graduates will be able to:

1. Describe the function of the human body;
2. Examine chronic conditions and diseases;
3. Analyze lifestyle factors which affect health and wellness;
4. Assess the health and wellness status of individuals;
5. Develop personalized wellness programs using evidenced-based strategies;
6. Apply behavior change theories, motivational strategies, and counseling techniques to implementation plans of wellness programs;
7. Employ cultural competence in wellness programming; and
8. Evaluate the effectiveness of wellness programs.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *37 credits

Electives: 32 credits

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

*In this program, 4 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (37 credits)

- HWE 200 Introduction to Health & Wellness (3 credits)
- *HPR 205 The Human Body, Health, & Disease (4 credits)
- HCS 308 Introduction to Nutritional Concepts (3 credits) *Prerequisite: HWE 200*

- HWE 330 Musculoskeletal Anatomy & Physiology (3 credits) *Prerequisite: HPR 205*
- HCS 334 Personal Fitness & Wellness for Optimal Living (3 credits) *Prerequisites: - HWE 200 and HPR 205*
- HWE 340 Exercise & Physiology (3 credits) *Prerequisites: HPR 205 and HWE 330*
- PSY 361 Health Psychology (3 credits)
- PSY 380 Counseling and Behavior Change (3 credits) *Prerequisites: HWE 200 and PSY 361*
- HWE 415 Stress Management (3 credits) *Prerequisite: HWE 200*
- HWE 420 Wellness for Special Populations (3 credits) *Prerequisites: HWE 200, HWE 330, HWE 340, and HCS 334*
- HPR 460 Analysis of Health Research (3 credits)
- HWE 498 Health & Wellness Capstone(3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Health Care Administration

The Health Care Administration major provides foundational knowledge in health-related topics, operations, and applications for those working in or seeking careers in the rapidly growing healthcare industry. The degree is characterized by an interdisciplinary and integrated learning approach, reflecting the realities of the healthcare system. Specific curriculum in health administration, regulation and financing, health care planning, health policy, and quality monitoring is provided. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obahca.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Health Care Administration major graduates will be able to:

1. Analyze the legal and ethical issues of healthcare systems;
2. Explore cultural and social-demographic variables influencing the delivery of healthcare services;
3. Examine the provision of healthcare services within a regulatory environment;
4. Analyze the major financing systems of U.S. healthcare services;
5. Analyze the major forces driving change in the healthcare system;
6. Assess the major issues confronting community and public health services; and
7. Apply the theoretical dimensions of leadership within the health care environment.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *36 credits

Electives: 35 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

- HCA 205 Introduction to Health Care (3 credits)
- *SOC 313 Social Implications of Medical Issues (3 credits) *Prerequisites: PSY 101 and SOC 101 or equivalents*
- HCA 340 Managing in Health & Human Services (3 credits) *Prerequisite: HCA 305 or 205*
- *HCA 322 Health Care Ethics & Medical Law (3 credits) *Prerequisite: HCA 305 or 205*
- BUS 303 Human Resource Management (3 credits)
- HCA 375 Continuous Quality Monitoring & Accreditation (3 credits) *Prerequisite: HCA 305 or 205*
- ^ACC 281 Accounting Concepts for Health Care Professionals (3 credits) *Prerequisite: Information Technology competencies*

- HCA 312 Health Care Finance (3 credits) *Prerequisites: HCA 305 or 205 and ACC 281*
- HCA 430 Special Populations (3 credits)
- HCA 415 Community & Public Health (3 credits)
- HCA 421 Health Care Planning & Evaluation (3 credits)
- HCA 459 Senior Project (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

^ Math competency requirement must be met before taking this course

Bachelor of Arts in Health Education

This degree identifies and explores the theoretical and practical issues encountered by health educators, and provides students the skills needed to apply health education principles to health challenges facing individuals, groups, and communities. Upon completion of this degree, students will have foundational understanding of the interrelationships between physical, social, and cultural forces in the etiology of disease and the ensuing practices of assessing, planning, executing, and evaluating health challenges impacting the well-being of today's multicultural society. While this program prepares students to become health educators that encourage healthy lifestyles and wellness through educating individuals and communities about behaviors that promote healthy living and prevent diseases and other health problems, it is NOT intended to prepare students to become certified teachers in the K-12 setting. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obahe.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Health Education major graduates will be able to:

1. Examine the individual and community needs for health education;
2. Examine the impact of social and cultural factors in health education planning, delivery, and evaluation;
3. Analyze research in health education;
4. Identify elements of effective health education;
5. Differentiate tools health educators use to bring about health change;
6. Examine the interrelationships between physical, social, mental, and cultural forces in the etiology of disease;
7. Examine behavior change theories and models in the context of health education; and
8. Apply measures of individual and community health needs to health education planning, delivery, and evaluation.

- HCS 497 Health Education Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Psychology

The Psychology major focuses on the study of human behavior and mental processes. This major explores psychology both as an area of scientific investigation and as a health or human services profession. Students majoring in psychology may also seek employment opportunities in business, law, government, health care, and other careers that involve understanding human behavior and providing competent leadership. This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Psychology major graduates will be able to:

1. Demonstrate breadth of psychological knowledge;
2. Analyze information and data with scientific thinking;
3. Defend ethics, social justice, and diversity;
4. Illustrate professional communication skills; and,
5. Apply professional skills to career planning and success.

Program Requirements

Total number of credits required: 120 credits
Introductory Course Requirement: 3
General Education Requirements: *52 credits
Major Course Requirements: *36 credits
Electives: 32 credits

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

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

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *36 credits

Electives: 38 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

- HPR 231 Introduction to Health Education (3 credits)
- HCS 408 Methods of Community Health Promotion (3 credits)
- *HCS 316 Cultural Diversity in Health & Illness (3 credits)
- *HCA 322 Health Care Ethics & Medical Law (3 credits) *Prerequisite: HCA 305 or HCA 205*
- HPR 303 Health Communications (3 credits)
- BUS 303 Human Resource Management (3 credits)
- HPR 350 Introduction to Epidemiology (3 credits)
- HCS 412 Health Promotion Planning & Evaluation (3 credits)
- *HCA 415 Community & Public Health (3 credits)
- HCA 430 Special Populations (3 credits)
- HPR 460 Analysis of Health Research (3 credits)

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

- *PSY 101 Introduction to Psychology (3 credits)
- PSY 104 Child & Adolescent Development (3 credits)
- PSY 331 Psychology of Learning (3 credits) *Prerequisite: PSY 101 or equivalent*
- PSY 301 Social Psychology (3 credits) *Prerequisite: PSY 101 or equivalent*
- PSY 302 Industrial/Organizational Psychology (3 credits)
- PSY 304 Lifespan Development (3 credits)
- PSY 330 Theories of Personality (3 credits) *Prerequisite: PSY 101 or equivalent*
- PSY 350 Physiological Psychology (3 credits) *Prerequisite: PSY 101 or equivalent*
- PSY 325 Statistics for the Behavioral & Social Sciences (3 credits) *Prerequisite: Mathematical competency*
- PSY 326 Research Methods (3 credits)
- PSY 303 Abnormal Psychology (3 credits) *Prerequisite: PSY 101 or equivalent*
- PSY 496 Applied Project (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Science in Health Information Management

Health information management (HIM) is the practice of acquiring, analyzing, and protecting the medical information that's vital to providing patient care, and providing the data that health professionals need in order to provide quality care. HIM professionals are highly trained in the latest technology and understand the workflow of healthcare providers, from large hospital systems to the private practice. They are vital to daily operations and managing electronic health records. Students in this online degree program will compare and contrast biomedical research, quality management, and performance improvement strategies used in health care. Employment in the field is projected to grow much faster on average than other professions (www.bls.gov/ooh/healthcare/medical-records-and-health-information-technicians.htm). Students will be able to evaluate emerging trends in technology, information systems, and data security.

Criminal Convictions

Applicants are advised that healthcare organizations (hospitals, home health agencies, clinics and other types of health agencies) may require a background check for any student completing a professional practice experience as well as for employment.

Professional Practice Experiences

Students earning the Bachelor of Science in Health Information Management degree will complete two Professional Practice Experiences, one that is virtual and one that is a combination of virtual and onsite at a facility. As part of the second Professional Practice Experience embedded in HIM 495, students will complete a minimum of 40 hours of supervised Professional Practice Experience at an approved facility. The 40 hours must be completed during normal business hours of Monday through Friday from 8AM to 5 PM while they are enrolled in HIM 495. Students can only complete their Professional Practice Experiences in states where this program is available.

Memberships

Students should also be aware that they will be required to pay for other memberships and fees to the American Health Information Management Association (AHIMA) in order to successfully complete this program.

For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obshim.

Special Terms and Conditions: This program is not accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). CAHIIM is an independent accrediting organization whose mission is to serve the public interest by establishing and enforcing quality Accreditation Standards for Health Informatics and Health Information Management (HIM) educational programs.

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

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

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

Program Outcomes

Students who successfully complete the Bachelor of Science in Health Information Management degree program will be able to:

1. Analyze health data structure, content, standards, clinical classification systems and reimbursement methodologies;
2. Manage strategic planning and organizational development;
3. Compare and contrast health statistics, biomedical research, quality management, and performance improvement strategies used in health care;
4. Examine driving factors influencing healthcare organization, delivery systems, healthcare privacy, confidentiality, and legal and ethical issues;
5. Evaluate emerging applications in health informatics;
6. Evaluate emerging healthcare trends in information and communication technology, information systems and data security; and
7. Analyze the process of job analysis, staffing, appraisal and compensation, training, career planning, and organizational development.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *70 credits

Electives: 5 credits

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

Students must earn a minimum cumulative grade point average of 2.50 in all major coursework attempted at the University.

*In this program, 10 credits from the major can also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (70 credits)

- *INF 103 Computer Literacy (3 credits)
- INF 231 Programming Concepts (3 credits) *Prerequisite: INF 103*
- HCA 205 Introduction to Health Care (3 credits) HIM 105 Medical Terminology (3 credits)
- *HIM 205 Anatomy & Physiology for HIM I (4 credits)
- HIM 206 Anatomy & Physiology for HIM II (3 credits) *Prerequisite: HIM 205*
- HIM 217 Electronic Health Records (3 credits) *Prerequisite: Bachelor of Science in Health Information Management majors only.*
- HIM 210 Pathophysiology (3 credits) *Prerequisites: HIM 105, HIM 205 and HIM 206*
- HIM 250 Clinical Classification Systems I (3 credits) *Prerequisites: HIM 105, HIM 205, HIM 206*
- *HIM 252 Legal Aspects of Health Information (3 credits) *Prerequisite HIM 217*
- HIM 251 Clinical Classification Systems II (3 credits) *Prerequisites: HIM 105, HIM 205, HIM 206, HIM210, and HIM 250*
- HIM 310 Healthcare Reimbursement (3 credits) *Prerequisite: HCA 205*
- HIM 301 Introduction to Health Informatics (3 credits)
- HIM 360 Healthcare Statistics (3 credits) *Prerequisites: HIM 217 and General Education Mathematical competency*
- ^HIM 370 Professional Practice Experience I (3 credits) *Prerequisites: HIM 105, HIM 205, HIM 206, HIM 250, HIM 251, HCA 205, HIM 310, HIM 217, HIM 252, HIM 210, and HIM 360*
- HCA 375 Continuous Quality Monitoring and Accreditation (3 credits) *Prerequisite: HCA 305 or 205*
- HIM 410 Health Informatics – A Systems Perspective (3 credits) *Prerequisite: HIM 301*
- HIM 420 Health Information Governance & Strategic Planning (3 credits) *Prerequisite: HIM 301*
- ^HIM 450 Healthcare Management (3 credits) *Prerequisites: HCA 375 and HIM 360*
- HIM 435 Analyzing Healthcare Data (3 credits) *Prerequisite: HIM 301*
- HIM 440 Health Informatics Research Methods and Data Analysis (3 credits) *Prerequisites: Successful*

completion of Mathematical competency and HIM 360

- HIM 445 Healthcare Project Management (3 credits) *Prerequisite: HIM 301*
- ^HIM 495 Professional Practice Experience II (3 credits) *Prerequisite: Completion of BSHIM program core courses*

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

* Satisfies General Education requirements.

^ This course must be taken at Ashford University and may not be transferred from another institution.

Bachelor of Science in Nursing (RN to BSN)

The Bachelor of Science in Nursing (RN to BSN) program is designed for registered nurses seeking to expand their knowledge in the increasingly complex health care industry, and for students who wish to earn a Bachelor's degree as a stepping-stone for future graduate study. In this program, coursework and practice experiences cover a wide range of content from patient care quality and safety, to leadership, community health, ethics and technology. Students will address areas of need for planned change within a healthcare organization or the community and use their assessment skills to create evidence-based interventions based upon observations, practice-focused research, and learning. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obsn.

Special Terms and Conditions: Ashford University intends to pursue initial accreditation by the Commission on Collegiate Nursing Education

(<http://www.aacn.nche.edu/ccne-accreditation>) for our Bachelor of Science in Nursing (BSN) program. Applying for accreditation does not guarantee that accreditation will be granted. Please be advised that without programmatic accreditation, RN to BSN program students may not be able to transfer credits to another higher education nursing program, apply for federal scholarships or grants, obtain federal employment or join the military in an RN capacity until such accreditation is obtained. In addition, if initial accreditation is not granted prior to the conclusion of a student's program, RN to BSN program graduates should be aware that graduation from a programmatically accredited undergraduate nursing program may be an admissions requirement for entry into graduate-level study in the field.

Program Outcomes

Students who successfully complete the Bachelor of Science in Nursing online degree program will be able to:

1. Apply nursing leadership concepts and skills to promote quality care and patient safety across a variety of healthcare settings
2. Apply (a) current evidence and (b) critical thinking and (c) assessment skills to professional nursing practice;
3. Use technological and informatics systems related to health care to promote quality patient care;
4. Synthesize local and federal policies that affect health, health care delivery, and health care management;
5. Use interprofessional communication and collaborative skills to communicate with and educate peers, health care professionals, patients and their families, and the community;
6. Assess health and wellness beliefs and practices to promote health and disease prevention among individuals, families, groups, communities, and populations;
7. Articulate the value of pursuing practice excellence, through lifelong learning and engagement, to grow professionally; and
8. Integrate holistic nursing knowledge, values, skills, and attitudes into practice across the lifespan and continuum of healthcare environments.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *42 credits

Electives: 29 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (42 credits)

- *ENG 325 Intermediate Composition (3 credits) *Prerequisites: ENG 121 and ENG 122 or equivalents*

- *NUR 322 Health Care Ethics and Medical Law (3 credits)
- NUR 300 Professional Role Development and Practice in Nursing (3 credits)
- NUR 302 Transcultural Nursing Care (3 credits)
- NUR 304 Health Assessment (3 credits)
- NUR 306 Nursing Research (3 credits)
- NUR 301 Introduction to Health Informatics (3 credits)
- GRO 325 Aging and Health (3 credits)
- NUR 400 Family Health Nursing (3 credits)
- NUR 402 Community Health Nursing (3 credits)
- NUR 404 Nursing Care and Management of Chronic Illness and Disability (3 credits)
- NUR 406 Leading and Managing in Nursing (3 credits)
- NUR 492 Capstone I: Nursing Practice Improvement Inquiry (3 credits)
- NUR 494 Capstone II: Nursing Practice Improvement and Evaluation (3 credits)

* Satisfies General Education requirements.

College of Liberal Arts: Undergraduate Programs and Requirements

Associate of Arts in Military Studies

The Associate of Arts in Military Studies degree provides students with a solid foundation in general education from which the fundamentals of military studies can be drawn. Students will make use of the critically reflective tools for interpreting pertinent historical, cultural, philosophical, and political issues that lead to an understanding of military studies. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/oaams.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining

licensure, certification, or employment in this field of study. This program is not a Military Science (ROTC) program and does not lead to a commission.

Program Outcomes

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

1. Communicate information and ideas at an acceptable competency level through written, verbal, and technological means;
2. Demonstrate skills in logical reasoning at a level useful in decision making and problems solving activities;
3. Apply the perspectives of history to understand military studies;
4. Understand the basic concepts of political science specific to American Government;
5. Develop an understanding of international relations and the relationship to the military studies; and
6. Formulate questions concerning the role of the military within chronological and geographical context to serve as a foundation for more in-depth inquiries.

Program Requirements

Total number of credits required: 64 credits

Introductory Course Requirement: 3

General Education Requirements: *49 credits

Core Requirements: *21 credits

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Core Requirements (21 credits)

- POL 201 American National Government (3 credits) Satisfies General Education Political Science requirement
- POL 211 Introduction to Politics (3 credits)
- HIS 103 World Civilizations I (3 credits) Satisfies General Education History requirement
- HIS 104 World Civilizations II (3 credits) Satisfies General Education Diversity Awareness requirement
- MIL 204 Introduction to Sources of Conflict in the Middle East (3 credits)
- MIL 208 Survey of the American Military since WWI (3 credits)

- MIL 212 The Military as a Peace Keeping Force (3 credits)

General Education Requirements (49 credits)

- PSY 202 Adult Development & Life Assessment (3 credits) Satisfies General Education Social and Personal Awareness requirement
- PHI 208 Ethics & Moral Reasoning (3 credits) Satisfies General Education Humanities requirement
- CGD 218 Visual Literacy in Business (3 credits) Satisfies General Education Cultural and Aesthetic Awareness requirement
- COM 200 Interpersonal Communication (3 credits) Satisfies General Education Communication III Competency requirement
- ENG 121 English Composition I (3 credits) Satisfies General Education Communication I Competency requirement
- ENG 122 English Composition II (3 credits) Satisfies General Education Communication II Competency requirement
- ENG 125 Introduction to Literature (3 credits) Satisfies General Education Literature requirement
- INF 103 Computer Literacy (3 credits) Satisfies General Education Information Technology Competency requirement
- *MAT 221 Introduction to Algebra (3 credits) Satisfies General Education Mathematical Competency Prerequisite requirement
- MAT 222 Intermediate Algebra (3 credits) Satisfies General Education Mathematical Competency requirement
- PHI 103 Informal Logic (3 credits) Satisfies General Education Critical Thinking Competency requirement
- SOC 120 Introduction to Ethics & Social Responsibility (3 credits) Satisfies General Education Applied Ethics Competency requirement
- SCI 207 Dependence of Man on the Environment (4 credits) Satisfies General Education Science requirement

*Students who waive MAT 221 are required to take 61 total program credits in order to meet graduation requirements.

Associate of Arts in Military Studies Graduation Requirements

To be eligible for an Associate of Arts in Military Studies degree, a student must successfully accomplish the following:

- Completion of all program/course requirements;
- Completion of a minimum of 64 credits. Additional prerequisite courses may be required;
- Minimum cumulative grade point average of 2.00 in all coursework attempted at the University; and
- At least 18 credits earned toward the Associate of Arts degree must be completed at Ashford University.

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

The degree will be noted on the transcript as an Associate of Arts in Military Studies.

Bachelor of Arts in Applied Linguistics

Applied Linguistics is an interdisciplinary field of study focusing on the practical problems of language-related issues in order to improve the lives of individuals and conditions in society. This major draws from courses in anthropology, English, psychology, sociology, education, and more. Students in this major will address topics such as: how languages can best be learned and taught, social factors that affect language learning, and how technology can be used to contribute to the effectiveness of language teaching and learning. A Bachelor's degree in Applied Linguistics provides students with valuable training for many opportunities following graduation, and for continuing on to graduate degrees in specialized areas of the field. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obaal.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly

encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state.

Program Outcomes

Applied Linguistics major graduates will be able to:

1. Apply the overall theories and purposes of linguistic study and research;
2. Assess how language is learned;
3. Examine the use of language-related technologies and their impact on professions;
4. Recount the history and evolution of the English language;
5. Demonstrate an understanding of Linguistics fields, such as phonetics, phonology, morphology, syntax, semantics, and pragmatics;
6. Interpret the policy issues and sociological aspects of applied linguistics; and
7. Develop a capstone research paper exemplifying the ability to apply theoretical knowledge, and research and technological skills in preparation for a career in the field.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *42 credits

Electives: 29 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (42 credits)

Understanding and Teaching Language Courses (9 credits):

- LNG 101 Introduction to Language (3 credits)
- LNG 330 Language and Power: An Introduction to Discourse Analysis (3 credits) *Prerequisite: LNG 101 or LNG 321*
- LNG 206 Language & Technology (3 credits) *Prerequisite: LNG 101 or LNG 321*

Theoretical Linguistics Courses (15 credits):

- LNG 320 Structures of Language (3 credits) *Prerequisite: LNG 101 or LNG 321*

- LNG 310 Sounds of Language (3 credits) *Prerequisite: LNG 101 or LNG 321*
- LNG 415 Meaning in Language (3 credits) *Prerequisite: LNG 101 or LNG 321*
- *LNG 360 Language & Society (3 credits) *Prerequisite: LNG 101 or LNG 321*
- LNG 450 Computational Linguistics (3 credits) *Prerequisite: LNG 101 or LNG 321*

Second Language Acquisition Courses (9 credits):

- LNG 212 Second Language Acquisition (3 credits) *Prerequisite: LNG 101 or LNG 321*
- *ELL 361 Language Learning in a Global Context (3 credits)
- ELL 355 Methods, Materials, & Technology for Learning a Second Language (3 credits)

Speech Therapy Courses (6 credits):

- LNG 222 Survey of Communicative Disorders (3 credits) *Prerequisite: LNG 101 or LNG 321*
- LNG 455 Language Development Disorders (3 credits) *Prerequisite: LNG 101 or LNG 321*

Applied Linguistics Capstone Course (3 credits):

- LNG 497 Applied Linguistics Capstone (3 credits) *Prerequisites: LNG 101 or LNG 321 and GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Communication Studies

The Bachelor of Arts in Communication Studies major is designed for students who seek career opportunities in many fields: public relations, human resources, business management, communications management, education, public policy and administration, sociology, journalism, and the media. Communication Studies provides students with an understanding of ethical responsibilities when accessing and disseminating information, and the role of interpersonal, group, and mediated messages in a democratic society. Within the program, students will examine multiple topics in communication from persuasion and communication theory to various forms of written communication, both business/ professional writing and writing for media purposes. This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or

specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Communication Studies major graduates will be able to:

1. Communicate with fluency and clarity;
2. Select effective communication techniques appropriate to audience and context;
3. Identify barriers to effective communication in different contexts and formulate effective solutions;
4. Articulate the value of free expression to a democratic society;
5. Demonstrate sensitivity in communications between and among different groups and individuals of diverse backgrounds;
6. Demonstrate adaptability to changes in communication technology;
7. Conduct effective independent research; and
8. Communicate in ways consistent with the highest ethical standards of the communications professions.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *33 credits

Electives: 41 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (33 credits)

- COM 101 Introduction to Communication (3 credits)
- COM 425 Communication in Organizations (3 credits)

- ENG 325 Intermediate Composition (3 credits) *Prerequisites: ENG 121 and ENG 122 or equivalents*
- COM 345 Media Writing for Communication (3 credits)
- *COM 323 Persuasion & Argumentation (3 credits)
- *COM 325 Communication & Conflict (3 credits)
- *COM 360 Advanced Communications in Society (3 credits)
- COM 340 Technical Writing (3 credits)
- CGD 318 Public Relations Practice & Promotional Writing (3 credits)
- ENG 315 Business & Professional Writing (3 credits)
- COM 480 Communication Studies Capstone (3 credits) *Prerequisite: GEN 499*

*Satisfies General Education requirements.

Bachelor of Arts in Cultural Anthropology

A Bachelor of Arts degree in Cultural Anthropology provides students with basic skills of critical thinking, writing, research, and cross-cultural understanding. The Cultural Anthropology major examines patterns and processes of cultural change with a focus on how people live in particular places, and how they organize, govern and create meaning. Students will examine diversity in other cultures and consider other world views to gain an understanding of how and why diversity in human culture came about. Research in cultural anthropology is distinguished by its reliance on participant observation, and students will learn the research methodologies used to collect and assess critically anthropological data. Students who complete the program will be prepared to enter graduate school in several of the social science disciplines. Course offerings examine topics ranging from anthropological theory, urban and gender anthropology and the study of Native American culture. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obaca.

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

Note: Some applications in major courses may require additional hardware, software, and/or internet connectivity requirements. This includes the use of plug-in software Adobe Flash Player 8 for Windows or 8.0 for Mac users.

Program Outcomes

Cultural Anthropology major graduates will be able to:

1. Demonstrate an understanding of the topical scope and main concepts of cultural anthropology, including gender and conflict;
2. Explain how cultural systems construct reality differently for various human groups;
3. Evaluate the role of anthropology as essential to understanding contemporary cultures in the US and globally;
4. Evaluate the ethical principles and guidelines that are the framework for all anthropological work; and
5. Apply anthropological research skills in analysis, the collection of data and artifacts.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *40 credits

Electives: 35 credits

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

*In this program, 10 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (40 credits)

- *ANT 202 Human Origins & Prehistory (4 credits)
- ANT 234 Family, Kin, & Groups (3 credits)
Prerequisite: English Competency and ANT 101 or other Diversity Awareness Competency
(Recommended Prerequisite: Successful completion of ENG 122)
- ANT 307 Anthropology of War (3 credits)
Prerequisite: English Competency and ANT 101 or other Diversity Awareness Competency
- ANT 340 Anthropological Theory (3 credits)
Prerequisite: English Competency and ANT 101 or other Diversity Awareness Competency

- ANT 343 Language, Culture, & Communication (3 credits)
Prerequisite: English Competency and ANT 101 or other Diversity Awareness Competency
- ANT 315 Material Culture: Archaeology & the Human Condition (3 credits)
Prerequisite: ANT 202
- ANT 351 Anthropology of Religion, Magic, & Ritual (3 credits)
Prerequisite: English Competency and ANT 101 or other Diversity Awareness Competency
- ANT 347 Urban Anthropology (3 credits)
Prerequisites: ANT 340 or SOC 315 or SOC 205
- ANT 353 Anthropology of Gender (3 credits)
Prerequisite: ANT 340 or SOC 205
- *ANT 348 Native American Anthropology (3 credits)
Prerequisite: English Competency and ANT 101 or other Diversity Awareness Competency
- ANT 464 Applied Anthropology (3 credits)
Prerequisite: ANT 340 or SOC 205
- ANT 462 Anthropological Research Methods (3 credits)
Prerequisite: ANT 340 or SOC 205
(Recommended Prerequisite: Senior Level Status)
- ANT 499 Ethnographic Study Capstone (3 credits)
Prerequisite: ANT 462 and no more than 12 additional credits required prior to graduation

* Satisfies General Education requirements.

Bachelor of Arts in English

This program will offer students a disciplined study of literature and provide a rigorously designed foundation for the development of writing and critical thinking skills. An English degree is versatile, and employers value the proficiency in communication and composition that are valuable in any career. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obaen.

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

Program Outcomes

English major graduates will be able to:

1. Demonstrate an understanding of various literary genres and works in their historical, analytical, and sociopolitical contexts;
2. Develop the ability to write creatively, clearly, and concisely;
3. Develop critical thinking skills through intellectual inquiry;
4. Demonstrate the ability to integrate significant literary ideas and themes into a personal worldview;
5. Evaluate the power of language relative to ethnicities and gender;
6. Analyze how writing, language, and literature function to shape human culture and individual identity; and
7. Apply effective independent research skills.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *36 credits

Electives: 35 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

All students must take ENG 121 and ENG 122 or their equivalents prior to beginning their English major course requirements.

- ENG 341 Studies in Literary Genres (3 credits)
- *ENG 201 American Literature to 1865 (3 credits)
- ENG 202 American Literature After 1865 (3 credits)
- ENG 345 British Literature I (3 credits)
- ENG 346 British Literature II (3 credits)
- ENG 325 Intermediate Composition (3 credits)
- ENG 353 Evolution & History of the English Language (3 credits)
- *ENG 317 International Voices (3 credits)
- ENG 380 Literary Research (3 credits)
- ENG 318 Creative Writing (3 credits)
- ENG 438 Literary Theory (3 credits)

- ENG 497 English Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Environmental Studies

The Bachelor of Arts in Environmental Studies prepares students as professionals and citizens of the world for work in environmental careers. Environmental Studies is an interdisciplinary program that instills in students an ability to better understand the relationships between humans and the environments and humanity's impact on the different environments. Students work individually and collaboratively to acquire the knowledge, skills, attitudes, and motivation to seek out solutions to global environmental issues. Through interdisciplinary study in science, the social sciences, and the humanities, Environmental Studies encourages students to embrace the interconnections in knowledge and the environment in order to understand and manage the complexities of environmental, cultural, and social issues that are local, national, and global in scale. This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

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

Program Outcomes

Environmental Studies major graduates will be able to:

1. Demonstrate specific knowledge of material, information, and techniques in the natural sciences relating to a career in the environmental fields;
2. Evaluate the specific knowledge of material and information in the humanities and social sciences relating to a career in the environmental fields;
3. Apply critical reading, thinking, and communication skill using language specific to the environmental fields;
4. Implement appropriate current technologies that allow work and knowledge in the field to meet or exceed course expectations; and
5. Demonstrate critical thinking, reading, and integration skills in the analysis of complex

situations in order to develop descriptions, interpretations, and solutions regarding issues in the environmental fields.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *43 credits

Electives: 32 credits

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

*In this program, 10 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (43 credits)

- ENV 100 Introduction to Environmental Studies (3 credits)
- *SCI 207 Dependence of Man on the Environment (4 credits)
- ENV 322 Energy & Environmental Systems (3 credits)
- ENV 325 Environmental Management (3 credits)
- ENV 326 Ecology & Evolution (3 credits) *Prerequisites: ENV 100 and SCI 207*
- ENV 330 Environmental Ethics (3 credits)
- ENV 350 Conservation Biology (3 credits) *Prerequisite: ENV 326*
- ENV 333 Environmental Impact (3 credits)
- ENV 345 Business & the Environment (3 credits)
- *POL 310 Environmental Policies (3 credits)
- ^ENG 328 Scientific & Technical Writing (3 credits) *Prerequisite: ENG 122 or equivalent*
- **GEO 308 Geographic Information Systems (3 credits)
- **ENV 495 Environmental Research (3 credits)
- **ENV 497 Environmental Studies Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

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

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

Bachelor of Arts in History

In a world transformed by the powerful tides of globalization, history provides an intellectual toolkit for dealing with complex national and international realities. Every aspect of the present is rooted in aspects of the past. Immersion in place-based knowledge and understanding how unintended consequences shape our lives help students to understand an increasingly complex world. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obah.

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

Program Outcomes

History major graduates will be able to:

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

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *42 credits

Electives: 32 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (42 credits)

- *HIS 103 World Civilizations I (3 credits)
- HIS 104 World Civilizations II (3 credits)
- HIS 205 United States History I (3 credits)
- HIS 206 United States History II (3 credits)
- *POL 303 The American Constitution (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- HIS 378 Historiography & Historical Methodologies (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- HIS 306 Twentieth-Century Europe (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- *HIS 310 American Women's History (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- HIS 331 World War II (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- HIS 340 Recent American History (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- HIS 342 The Middle East (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- HIS 351 Asia in the Age of Decolonization & Globalization (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- HIS 379 The Atlantic World (3 credits)
Prerequisites: Successful completion of General Education History Subject Area and English Proficiency

- HIS 497 History Capstone: Advanced Research Project (3 credits)

Prerequisite: GEN 499

* Satisfies General Education requirements.

Bachelor of Arts in Homeland Security and Emergency Management

The Bachelor of Arts in Homeland Security and Emergency Management provides students with a broad view of homeland security, emergency management, and preparedness at the federal, state, and local levels. The program is designed to transcend a single discipline to consider counter-terrorism, emergency planning for natural disasters and response to terrorism, research and analysis, and an interdisciplinary foundation of courses including ethics, international relations, cyber crime, as well as a strong emphasis on American Government and the United States Constitution. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obahsem.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Homeland Security and Emergency Management major graduates will be able to:

1. Demonstrate a comprehension of relevant bodies of law, the intelligence community, and international, political, social, and cultural environments;
2. Develop critical thinking skills for effective problem solving relative to crisis management issues, principles, and procedures;
3. Understand the importance of the historic, cultural, and diversity aspects of selected populations;
4. Demonstrate the ability to write a substantive report or analysis using strong research skills and technical writing proficiency;

5. Evaluate data and analyze the validity of the information;
6. Create a report that demonstrates the ability to retrieve information from relevant websites including the pertinent governmental websites and repositories of information; and
7. Evaluate the ethical implications of Homeland Security measures.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *42 credits

Electives: 32 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (42 credits)

- *HSM 101 Introduction to Homeland Security and Emergency Management (3 credits)
- HSM 201 Department of Homeland Security Missions and Current Issues (3 credits)
- POL 201 American National Government (3 credits)
- *POL 303 The American Constitution (3 credits)
- SOC 333 Research Methods (3 credits)
- *HSM 311 Ethics & Homeland Security (3 credits)
- HSM 315 Emergency Planning (3 credits)
- HSM 320 Emergency Response to Terrorism (3 credits)
- HSM 421 Research & Analysis in Homeland Security (3 credits)
- LIB 323 Revolution & Terrorism in the Modern World (3 credits)
- HSM 433 Counter Terrorism & Intelligence Analysis (3 credits)
- HSM 435 Psychology of Disaster (3 credits)
- HSM 438 Introduction to Cyber Crime (3 credits)
- HSM 497 Homeland Security & Emergency Management Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Journalism and Mass Communication

The Bachelor of Arts in Journalism & Mass Communication draws upon the applied liberal arts tradition of the university. This program builds on a wide range of journalism-related studies: electronic media communication, ethics, law and integrity in journalism, and the First Amendment. Graduates will be prepared for employment or advancement in a wide variety of journalism positions, advertising and marketing, communications, and in many areas of mass media. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obajmc.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Journalism and Mass Communication major graduates will be able to:

1. Demonstrate an understanding of the rights, roles and responsibilities of news media professionals;
2. Apply the journalistic concepts of accuracy, timeliness and impact;
3. Demonstrate professional-level communication skills in the areas of print, online media layout, report, editorial writing and interviewing;
4. Apply ethical principles and decision-making in the practice of journalism; and
5. Demonstrate the research skills necessary to interpret and analyze public records, reference materials, and internet resources.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: 39 credits

Electives: 26 credits

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (39 credits)

- JRN 101 Digital & Media Literacy (3 credits)
- JRN 200 Elements of Journalism (3 credits) *Prerequisite: ENG 121 and ENG 122 or equivalents*
- JRN 201 Multimedia News Writing and Editing (3 credits)
- JRN 301 Newsgathering & Reporting (3 credits)
- JRN 321 Visual Journalism (3 credits)
- JRN 333 Ethics in Journalism (3 credits)
- JRN 339 Global Journalism (3 credits)
- JRN 341 Specialized Journalism (3 credits)
- JRN 410 Journalism Law (3 credits)
- JRN 412 Advanced Editorial & Feature Writing (3 credits) *Prerequisite: ENG 325*
- JRN 415 Methods of Research & Analysis in Journalism (3 credits)
- JRN 425 Journalism & Politics (3 credits)
- JRN 497 Journalism & Mass Communication Capstone (3 credits) *Prerequisite: GEN 499*

Bachelor of Arts in Law Enforcement Administration

The Bachelor of Arts in Law Enforcement Administration (LEA) is designed for students who wish to advance their careers by developing management skills in the field of law enforcement. The major is designed to provide students with the knowledge and leadership skills necessary to maintain social order, protect individual rights, meet public needs, and uphold the laws and institutions of democracy. Students will learn problem solving and communication skills, and develop increased empathy and a greater understanding of diversity. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obalea.

Special Terms and Conditions: Successful completion of this program by itself does not lead to professional licensure or certification in any state, regardless of concentration or specialization, and students will not receive the training required to become a law enforcement

officer. Each state has its own standards and training requirements for appointment as a law enforcement officer. It is the student's responsibility to review any state certification or licensure requirements in their intended field of employment.

Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Law Enforcement Administration major graduates will be able to:

1. Develop management and leadership skills appropriate to law enforcement administration;
2. Evaluate the practices and systems for maintaining individual rights;
3. Develop an understanding of police responsibility, ethics, and rights;
4. Analyze criminal behavior;
5. Demonstrate an understanding of race, crime, and social policy;
6. Develop an understanding of the character traits necessary for becoming a responsible, moral law enforcement leader;
7. Evaluate the guidelines for policing in today's communities; and
8. Create a final project that demonstrates an understanding of research and illustrates critical thinking and clear and concise writing skills.

Program Requirements

Total number of credits required: 120 credits
Introductory Course Requirement: 3
General Education Requirements: *52 credits
Major Course Requirements: *36 credits
Electives: 32 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

- LEA 201 Introduction to Law Enforcement Administration (3 credits)
- LEA 312 Community Policing (3 credits)
- *LEA 316 Ethics in Law Enforcement (3 credits)
- LEA 328 Leadership & Supervision in Law Enforcement (3 credits)
- LEA 408 Technological Management in Law Enforcement (3 credits)
- LEA 339 Law Enforcement Personnel Management (3 credits)
- LEA 413 Investigations Management (3 credits)
- LEA 432 Fiscal Administration in Law Enforcement (3 credits)
- LEA 439 Politics & Law Enforcement (3 credits)
- ENG 325 Intermediate Composition (3 credits) *Prerequisites: ENG 121 and ENG 122 or equivalents*
- LEA 444 Training Management (3 credits)
- LEA 497 Law Enforcement Administration Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Liberal Arts

The Bachelor of Arts in Liberal Arts major is designed for students who seek career opportunities in many fields. The Liberal Arts program is designed to provide students with a broad-based liberal arts experience enriching the student's understanding of the physical and social world. The diversity of courses will enable the student to examine major national and global issues, especially those issues related to cultures and their diversity. Liberal studies emphasize literature, philosophy, social science, and analytical and critical thinking skills, all of which prepare students for lifelong learning and social, cultural, and technological change.

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

Program Outcomes

Liberal Arts major graduates will be able to:

1. Demonstrate appropriate comparative and analytical communication skills across disciplines;
2. Develop skills to conduct effective independent research;
3. Develop and apply culturally diverse communication skills between and among different groups and individuals in a global environment;
4. Apply critical thinking skills in analyzing, environmental, social, and political issues;
5. Develop the ability to integrate viewpoints from different disciplines; and
6. Analyze the values that influence interactions among people, groups, and nations.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *33 credits

Electives: 50 credits

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

*In this program, 18 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (33 credits)

- *LIB 101 The Art of Being Human (3 credits)
- *LIB 102 Human Questions (3 credits)
- LIB 301 Liberal Arts Seminar (3 credits)
- *LIB 202 Women, Culture & Society (3 credits)
- LIB 315 The Environment & the Human Spirit (3 credits) *Prerequisite: ENG 122 or equivalent*
- *LIB 316 Historical Contexts & Literature (3 credits)
- LIB 318 Peacemaking: A Study in Conflict Resolution (3 credits)
- *LIB 320 Global Socioeconomic Perspectives (3 credits)
- *LIB 332 Science & Culture (3 credits)
- LIB 356 Research Methods for the Humanities (3 credits)
- LIB 495 Capstone – Advanced Research Project (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Military Studies

The Military Studies program is developed to provide students with a foundation in the areas of historical and political studies and methodologies to understand the role of the military as an institution within society. This major will provide students with historical and ethical perspectives on military affairs. Students will take a broad variety of courses that provide a context in chronology and geography to develop the skills, knowledge base, and moral awareness in preparation for a career as a leader in the military or in the private sector. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obams.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study. This program is not a Military Science (ROTC) program and does not lead to a commission.

Program Outcomes

Military Studies major graduates will be able to:

1. Apply the methodologies and approaches characteristic of a range of liberal arts disciplines (e.g. anthropology, history, literature, political science, philosophy, and international relations) in a military context;
2. Analyze issues concerning the role of the military within its chronological and geographical context;
3. Demonstrate the ability to conduct effective research by creating a final summative research project;
4. Assess the moral and ethical concerns raised through the study of the relationship of the military to society;
5. Analyze the importance of the military as an instrument for the preservation of peace, as well as the waging of war; and
6. Demonstrate an understanding of the character traits necessary for becoming a responsible, moral leader.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *36 credits

Electives: 38 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

- *MIL 275 Military Ethics (3 credits)
- ANT 307 Anthropology of War (3 credits)
- MIL 310 American Military History I (3 credits)
- MIL 311 American Military History II (3 credits)
- SOC 333 Research Methods (3 credits)
- ENG 325 Intermediate Composition (3 credits) *Prerequisites: ENG 121 and ENG 122 or equivalents*
- *HIS 306 Twentieth-Century Europe (3 credits)
- POL 255 Introduction to International Relations (3 credits)
- *POL 303 The American Constitution (3 credits)
- LIB 318 Peacemaking: A Study of Conflict Resolution (3 credits)
- MIL 350 Studies in Military Leadership (3 credits)
- MIL 497 Military Studies Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Bachelor of Arts in Political Science and Government

The Bachelor of Arts in Political Science and Government focuses on the systematic study of political institutions, behavior, political parties, research methods, comparative politics, and an emphasis on our national government. Political Science is key for imparting knowledge of political processes, values, and public policy and is designed to provide students with the analytical tools and critical thinking skills to address the intricate and complex relationships among the private, public, transnational, and global sectors. For more information about on-time completion rates, the median loan debt of students who

completed this program, and other important information, please visit www.ashford.edu/pd/obapsg.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Political Science and Government major graduates will be able to:

1. Demonstrate an understanding of the ways in which power and authority are embedded in the structures and workings of the government and politics;
2. Analyze political issues and develop methods to resolve them through effective and creative communication;
3. Develop the ability to undertake in-depth analyses of political behavior as it applies to various political theories in democracy and representation;
4. Assess critically the causes and implications of conflict, compromise, and cooperation at the local, national, transnational, and global levels; and
5. Evaluate public policy as it relates to political behavior, rights, and justice.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *36 credits

Electives: 35 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

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

* Satisfies General Education requirements.

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

Bachelor of Arts in Social and Criminal Justice

The Social and Criminal Justice major offers a unique interdisciplinary program that examines criminal justice from a perspective that sees it as a means of building a more just society. Students examine topics such as forensics, psychology, crime prevention, the Constitution, criminal law, and the correctional system. This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Social and Criminal Justice major graduates will be able to:

1. Analyze criminal justice issues within the systems of law enforcement, the judiciary, and corrections;
2. Evaluate the application of the social justice principles of equality, solidarity, and human rights toward building a just society;
3. Apply knowledge of cultural sensitivity and diversity awareness to social and criminal justice;
4. Deconstruct the relationship between law enforcement, the judiciary, and corrections;
5. Interpret the relationship between social justice and criminal justice; and,
6. Develop critical perspectives in the study of social and criminal justice by drawing on the fields of criminology, law, philosophy, psychology, science, and sociology.

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *36 credits

Electives: 41 credits

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

*In this program, 12 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (36 credits)

- *SOC 120 Introduction to Ethics & Social Responsibility (3 credits)
- *POL 303 The American Constitution (3 credits)
- CRJ 201 Introduction to Criminal Justice (3 credits)
- *SOC 305 Crime & Society (3 credits)
- SOC 333 Research Methods (3 credits)
- CRJ 308 Psychology of Criminal Behavior (3 credits)
- CRJ 305 Crime Prevention (3 credits)
- CRJ 301 Juvenile Justice (3 credits)
- CRJ 306 Criminal Law & Procedure (3 credits)
- CRJ 311 Forensics (3 credits)
- *CRJ 303 Corrections (3 credits)

- CRJ 422 Criminal Justice Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

Note: CRJ 201 should be taken prior to 300-level CRJ courses and above.

Bachelor of Arts in Social Science

The Social Science Program explores global environmental, health, social and technological issues and social change that shape our world from an interdisciplinary perspective. The program brings together diverse disciplines in a comprehensive manner, enabling students to develop a meaningful understanding of the complex associations and influences within a topic and to become global thinkers. This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Social Science major graduates will be able to:

1. Evaluate fundamental social science concepts;
2. Integrate knowledge from the social sciences to examine a variety of perspectives about contemporary issues;
3. Evaluate the importance and influence of diversity within and among cultures and societies;
4. Communicate theoretical perspectives, findings, and interpretations of contemporary issues in the social sciences;
5. Analyze contemporary issues in the social sciences using critical thinking and ethical reasoning skills; and
6. Apply qualitative and quantitative research methods to explain and analyze issues of global and contemporary significance

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *39 credits

Electives: 38 credits

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

*In this program, 12 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (39 credits)

- *SSC 101 Introduction to Social Science (3 credits)
- SOC 205 Social Theory (3 credits)
- ENV 230 Concepts of Sustainability (3 credits)
- *POL 255 International Relations (3 credits)
- PSY 301 Social Psychology (3 credits) *Prerequisite: PSY 101 or SSC 101 or equivalent*
- SOC 333 Research Methods (3 credits)
- ANT 353 Anthropology of Gender (3 credits)
- SSC 340 Human Health and Global Environmental Change (3 credits)
- ^LIB 320 Global Socioeconomic Perspectives (3 credits)
- SSC 350 eSociety: Science, Technology and Society (3 credits)
- *COM 360 Advanced Communications in Society (3 credits)
- ANT 464 Applied Anthropology (3 credits)
- SOC 490 Social Science Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

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

Note: SSC 101 and SOC 205 should be taken prior to 300-level courses and above in their respective subject areas.

Transfer Concentration Option

Students may add a transfer concentration to the Bachelor of Arts in Social Science program by transferring in 12 applicable credits in a defined subject area. Transfer concentrations are not required and are intended for students who have experience and/or extensive transfer credit coursework in a field of study at the time of

admission to the program. The following major courses are designated for substitution with concentration coursework, where appropriate: POL 255, LIB 320, ANT 353, and PSY 301. For additional details, see *Transfer Concentration Guidelines* in this section of the *Catalog*.

Bachelor of Arts in Sociology

The BA in Sociology focuses on the study of human beings in their social settings. Sociology majors study topics such as social structures, various forms of social interactions, racial and ethnic groups, and the making and implementation of social policy. Graduates of the program are prepared for entry-level social science-linked and social service positions.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Further, Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Further, a criminal record may prevent an applicant from obtaining licensure, certification, or employment in this field of study.

Program Outcomes

Sociology major graduates will be able to:

1. Defend knowledge of foundational sociological concepts; specifically, concepts of diversity, social responsibility, human rights, and dignity and respect for others in society;
2. Assess a variety of classical and contemporary sociological theoretical perspectives;
3. Evaluate research methodologies within the sociological context;
4. Critically evaluate sociological issues; and
5. Apply sociological tools to impact societal issues

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *39 credits

Electives: 35 credits

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

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

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (39 credits)

- *SOC 101 Introduction to Sociology (3 credits)
- SOC 203 Social Problems (3 credits)
- SOC 205 Social Theory (3 credits)
- SOC 333 Research Methods (3 credits)
- ^PSY 325 Statistics for the Behavioral & Social Sciences (3 credits)
- SOC 301 Identity & Social Inequality (3 credits)
- SOC 304 Social Gerontology (3 credits)
- *SOC 315 Cross-Cultural Perspectives (3 credits)
- SOC 308 Racial & Ethnic Groups (3 credits)
- SOC 307 Gender & Sexuality (3 credits)
- SOC 401 Engaging in Sociology (3 credits)
- *SOC 320 Public Policy & Social Services (3 credits)
- SOC 490 Social Science Capstone (3 credits) *Prerequisite: GEN 499*

* Satisfies General Education requirements.

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

Minors

Minors offered in the online modality provide students with additional opportunities to broaden and enrich their education. A minor is a program of study that is distinct from and supplements a student's major. A minor may be taken as a way to give a coherent pattern to elective credits, to expand career options, to prepare for graduate study, or simply to explore in greater depth an area different from one's major.

Coursework that is applied toward fulfillment of a minor may count toward elective or General Education requirements, but will not apply toward fulfillment of a transfer concentration or specialization. Students cannot earn a minor in the same subject area as their major field of study or a major that has more than 50% of the same coursework, unless otherwise noted. In addition, students cannot declare or earn two minors that share more than 50% of the same coursework. Students must declare a minor prior to degree conferral.

Note: The date of degree conferral recorded on the student's transcript and diploma will reflect the date the student completes all academic degree requirements. However, release of transcripts, diplomas, and

verifications for degrees awarded are contingent upon submission of the Petition to Graduate form, payment of the graduation fee, and payment of any outstanding balances with the University.

Accounting Minor (18 credits)

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

- ACC 205 Principles of Accounting I (3 credits)
- ACC 206 Principles of Accounting II (3 credits)
Prerequisite: ACC 205
- ACC 305 Intermediate Accounting I (3 credits)
Prerequisite: ACC 206
- ACC 306 Intermediate Accounting II (3 credits)
Prerequisite: ACC 305
- ACC 310 Cost Accounting I (3 credits)
Prerequisite: ACC 206
- ACC 401 Federal Income Taxes I (3 credits)
Prerequisite: ACC 205

Business Administration Minor (18 credits)

Please note: This minor is not available to students majoring in Business Administration, Business Economics, Human Resources Management, or Sports and Recreation Management.

- ACC 205 Principles of Accounting I (3 credits)
- BUS 303 Human Resource Management (3 credits)
- BUS 311 Business Law I (3 credits)
- BUS 330 Principles of Marketing (3 credits)
- ECO 203 Principles of Macroeconomics (3 credits)
Prerequisite: Critical thinking competency
- MGT 330 Management for Organizations (3 credits)

Business Economics Minor (18 credits)

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

- BUS 308 Statistics for Managers (3 credits)
Prerequisite: Mathematical competency
- ECO 203 Principles of Macroeconomics (3 credits)
Prerequisite: Critical thinking competency
- ECO 204 Principles of Microeconomics (3 credits)
- ECO 316 Financial Institutions & Markets (3 credits)
Prerequisite: ECO 100 and ECO 203
- ECO 320 International Economics (3 credits)

- ECO 406 Business Cycles & Growth (3 credits)
Prerequisite: ECO 203

Child Development Minor (18 credits)

- ECE 315 Language Development in Young Children (3 credits)
- ECE 353 Cognitive Development of Infants & Young Children (3 credits)
- ECE 354 Assessment & Intervention During Early Childhood (3 credits)
- ECE 355 Understanding Behavior & Family Dynamics (3 credits)
- PSY 104 Child & Adolescent Development (3 credits)
- SOC 312 Child, Family & Society (3 credits)

Communications Studies Minor (18 credits)

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

- COM 101 Introduction to Communication (3 credits)
- COM 323 Persuasion & Argumentation (3 credits)
- COM 325 Communication & Conflict (3 credits)
Prerequisites: ENG 121 and ENG 122 or equivalents
- COM 345 Media Writing for Communication (3 credits)
- COM 360 Advanced Communication in Society (3 credits)
- COM 425 Communication in Organizations (3 credits)

Cultural Anthropology Minor (18 credits)

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

Required Courses:

- ANT 234 Family, Kin, & Groups (3 credits)
- ANT 307 Anthropology of War (3 credits)
Prerequisite: ANT 101
- ANT 351 Anthropology of Religion, Magic, & Ritual (3 credits)
Prerequisite: ANT 101

Choose from three of the following courses:

- ANT 340 Anthropological Theory (3 credits)
Prerequisite: ANT 101
- ANT 343 Language, Culture, & Communication (3 credits)
Prerequisite: ANT 101

- ANT 347 Urban Anthropology (3 credits)
Prerequisite: ANT 340 or SOC 315
- ANT 353 Anthropology of Gender (3 credits)
Prerequisite: ANT 340
- ANT 348 Native American Anthropology (3 credits)
Prerequisite: ANT 340
- ANT 464 Applied Anthropology (3 credits)
Prerequisite: ANT 340

Educational Psychology Minor (18 credits)

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

Required Courses:

- PSY 101 Introduction to Psychology (3 credits)
- PSY 331 Psychology of Learning (3 credits)
Prerequisite: PSY 101 or equivalent
- PSY 323 Perception, Learning, & Cognition (3 credits)
Prerequisite: PSY 101 or equivalent
- EDU 338 Human Development & Learning (3 credits)
- PSY 352 Cognitive Psychology (3 credits)
Prerequisites: PSY 101, and ABS 311

Choose one of the following courses:

- ECE 353 Cognitive Development of Infants & Young Children (3 credits)
- PSY 317 Cognitive Functioning in the Elderly (3 credits)

Entrepreneurship Minor (18 credits)

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

- BUS 362 Introduction to Entrepreneurship (3 credits)
- BUS 365 Creativity & Innovation (3 credits)
Prerequisite: BUS 362
- BUS 368 Venture Capital & Banking (3 credits)
Prerequisite: BUS 362
- BUS 433 New Business Strategy (3 credits)
Prerequisite: BUS 362
- BUS 435 Small Business Ventures (3 credits)
Prerequisite: BUS 362
- MGT 330 Management for Organizations (3 credits)

Environmental Studies Minor (18 credits)

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

Required Courses:

- ENV 230 Concepts of Sustainability (3 credits)
- ENV 322 Energy & Environmental Systems (3 credits)
- ENV 325 Environmental Management (3 credits)

Choose three of the following courses:

- ENV 300 Environmental Biology (3 credits)
Prerequisite: Introductory biology course or SCI 207
- ENV 330 Environmental Ethics (3 credits)
- ENV 333 Environmental Impact (3 credits)
- ENV 345 Business & the Environment (3 credits)
- ENV 495 Environmental Research (3 credits)
- POL 310 Environmental Policies (3 credits)

Finance Minor (18 credits)

- ACC 205 Principles of Accounting I (3 credits)
- BUS 215 Personal Financial Management (3 credits)
- BUS 401 Principles of Finance (3 credits)
Prerequisites: ACC 205 or ACC 208 or ACC 281 and Mathematical competency
- BUS 405 Principles of Investments (3 credits)
Prerequisite: BUS 401
- BUS 430 Finance Seminar (3 credits)
Prerequisite: BUS 405
- ECO 316 Financial Institutions & Markets (3 credits)
Prerequisite: ECO 100 and ECO 203

Global Studies Minor (18 credits)

- SOC 315 Cross-Cultural Perspectives (3 credits)
- ENG 317 International Voices (3 credits)
- POL 255 Introduction to International Relations (3 credits)
- POL 353 Comparative Politics (3 credits)
- ANT 347 Urban Anthropology (3 credits)
Prerequisite: ANT 340 or SOC 315
- ECO 320 International Economics (3 credits)

Health and Wellness Minor (18 credits)

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

- HWE 200 Introduction to Health and Wellness (3 credits)
- HCS 308 Introduction to Nutritional Concepts (3 credits)

- HCS 334 Personal Fitness and Wellness for Optimal Living (3 credits)
Prerequisites: HPR 205 and HWE 200
- HWE 330 Musculoskeletal Anatomy and Physiology (3 credits)
Prerequisite: HPR 205
- HWE 340 Exercise and Physiology (3 credits)
Prerequisites: HPR 205 and HWE 330
- HWE 420 Wellness for Special Populations (3 credits)
Prerequisites: HWE 200, HWE 330, HWE 340, and HCS 334

Health Care Administration Minor (18 credits)

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

- HCA 205 Introduction to Health Care (3 credits)
- HCA 340 Managing in Health & Human Services (3 credits)
Prerequisite: HCA 305 or HCA 205
- HCA 322 Health Care Ethics & Medical Law (3 credits)
Prerequisite: HCA 305 or HCA 205
- HCA 415 Community & Public Health (3 credits)
- HCA 421 Health Care Planning & Evaluation (3 credits)
Prerequisite: Successful completion of the majority of major coursework
- HCA 430 Special Populations (3 credits)
Prerequisite: Successful completion of the majority of major coursework

Health Psychology Minor (18 credits)

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

- PSY 101 Introduction to Psychology (3 credits)
- GRO 202 Psychology of Aging (3 credits)
- HCS 316 Cultural Diversity in Health & Illness
- PSY 350 Physiological Psychology (3 credits)
Prerequisite: PSY 101 or equivalent
- PSY 361 Health Psychology (3 credits)
- PSY 380 Counseling and Behavior Change (3 credits)
Prerequisites: HWE 200 and PSY 361

Homeland Security and Emergency Management Minor (18 credits)

Please note: This minor is not available to students majoring in Homeland Security and Emergency Management.

- HSM 305 Survey of Homeland Security & Emergency Management (3 credits)
- HSM 311 Ethics & Homeland Security (3 credits)
- HSM 315 Emergency Planning (3 credits)
- HSM 433 Counter Terrorism & Intelligence Analysis (3 credits)
- HSM 435 Psychology of Disaster (3 credits)
- HSM 438 Introduction to Cyber Crime (3 credits)

Humanities Minor (18 credits)

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

- LIB 101 The Art of Being Human (3 credits)
- LIB 102 Human Questions (3 credits)
- LIB 315 The Environment & the Human Spirit (3 credits)
Prerequisite: ENG 122 or equivalent
- LIB 316 Historical Contexts & Literature (3 credits)
- LIB 318 Peacemaking: A Study of Conflict Resolution (3 credits)
- LIB 332 Science & Culture (3 credits)

Human Resources Management Minor (18 credits)

Please note: This minor is not available to students majoring in Human Resources Management.

- BUS 303 Human Resource Management (3 credits)
- BUS 370 Organizational Development (3 credits)
Prerequisite: BUS 201 or MGT 330 or HCA 459
- BUS 372 Employee & Labor Relations (3 credits)
Prerequisite: BUS 303
- BUS 375 Employee Training (3 credits)
Prerequisite: BUS 303
- BUS 434 Compensation & Benefits Management (3 credits)
Prerequisite: BUS 303
- MGT 330 Management for Organizations (3 credits)

Information Systems Minor (18 credits)

Please note: This minor is not available to students majoring in Business Information Systems.

- INF 220 IS Principles (3 credits)
Prerequisite: INF 103
- INF 231 Programming Concepts (3 credits)
Prerequisite: INF 103
- INF 322 Database Management Systems (3 credits)
Prerequisite: INF 231 and Mathematical competency
- INF 325 Telecommunications & Networking Concepts (3 credits)
Prerequisite: INF 231
- INF 340 Business Systems Analysis (3 credits)
Prerequisite: Information Technology competency
- INF 410 Project Management (3 credits)

International Management Minor (18 credits)

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

- BUS 343 International Marketing (3 credits)
- BUS 357 International Business (3 credits)
- BUS 378 International Business Law (3 credits)
- BUS 439 International Human Resources Management (3 credits)
- BUS 450 International Finance (3 credits)
- ECO 320 International Economics (3 credits)

International Security and Military Studies Minor (18 credits)

- MIL 208 Survey of the American Military since WWI (3 credits)
- MIL 212 The Military as a Peace Keeping Force (3 credits)
- MIL 275 Military Ethics (3 credits)
- ANT 307 Anthropology of War (3 credits)
- HIS 331 World War II (3 credits)
- HSM 433 Counter Terrorism & Intelligence Analysis (3 credits)

Journalism & Mass Communication Minor (18 credits)

Please note: This minor is not available to students majoring in Journalism & Mass Communication.

- JRN 200 Elements of Journalism (3 credits)
- JRN 201 Multimedia News Writing & Editing (3 credits)
Prerequisite: ENG 325
- JRN 301 Newsgathering & Reporting (3 credits)

- JRN 341 Specialized Journalism (3 credits)
- JRN 333 Ethics in Journalism (3 credits)
- JRN 410 Journalism Law (3 credits)

Law Enforcement Administration Minor (18 credits)

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

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

Literature Minor (18 credits)

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

Required Courses:

- ENG 303 Survey of Shakespeare (3 credits)
Prerequisites: ENG 122 and junior standing.
- ENG 317 International Voices (3 credits)
Prerequisites: English Proficiency
- ENG 380 Literary Research (3 credits)

Choose three of the following courses:

- ENG 201 American Literature to 1865 (3 credits)
- ENG 202 American Literature After 1865 (3 credits)
- ENG 345 British Literature I (3 credits)
- ENG 346 British Literature II (3 credits)
- ENG 341 Studies in Literary Genres (3 credits)
- ENG 438 Literary Theory (3 credits)

Logistics Management Minor (18 credits)

- BUS 445 Total Quality Management (3 credits)
- INF 220 IS Principles (3 credits)
Prerequisite: INF 103
- MGT 322 Principles of Logistics Management (3 credits)
Prerequisite: MGT 330

- MGT 325 Introduction to Transportation Management (3 credits)
Prerequisite: MGT 330
- MGT 330 Management for Organizations (3 credits)
- MGT 401 Hazardous Materials Management (3 credits)
Prerequisite: MGT 330

Long Term Care Administration Minor (18 credits)

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

- HCA 333 Introduction to Long Term Care (3 credits)
- BUS 303 Human Resource Management (3 credits)
- HCA 417 Electronic Health Records (3 credits)
- HCA 312 Health Care Finance (3 credits)
Prerequisites: HCA 281 and HCA 305 or HCA 205.
- HCA322 Healthcare Ethics and Medical Law (3 credits)
Prerequisite: HCA 305 or HCA 205.
- HCA 375 Continuous Quality Monitoring & Accreditation (3 credits) *Prerequisite: HCA 305 or HCA 205.*

Special Terms and Conditions: The Minor in Long Term Care Administration is not a licensure program. Ashford University cannot confirm whether this course or program meets requirements for professional licensure in any state. For information regarding professional licensure requirements in your state, you should contact the applicable testing agency and licensing board/agency in your state and determine whether the program meets requirements for licensure in the state where you reside.

Marketing Minor (18 credits)

Please note: This minor is not available to students majoring in Public Relations and Marketing.

- BUS 317 Introduction to Advertising (3 credits)
- BUS 330 Principles of Marketing (3 credits)
- BUS 336 Marketing Strategy (3 credits)
- BUS 339 Marketing Research (3 credits)
- BUS 343 International Marketing (3 credits)
- BUS 350 Consumer Behavior (3 credits)

Operations Management Minor (18 credits)

Please note: This minor is not available to students majoring in Operations Management and Analysis.

- BUS 307 Operations Management & Quantitative Techniques (3 credits)
Prerequisite: Mathematical competency
- BUS 308 Statistics for Managers (3 credits)
Prerequisite: Mathematical competency
- BUS 445 Total Quality Management (3 credits)
- BUS 446 Production Operations Control (3 credits)
- INF 336 Project Procurement Management (3 credits)
Prerequisite: INF 103
- INF 340 Business Systems Analysis (3 credits)
Prerequisite: Information Technology competency

Organizational Management Minor (18 credits)

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

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

Political Science and Government Minor (18 credits)

Please note: This minor is not available to students majoring in Political Science and Government.

- POL 201 American National Government (3 credits)
- POL 211 Introduction to Politics (3 credits)
- POL 303 The American Constitution (3 credits)
- POL 310 Environmental Policies (3 credits)
- POL 353 Comparative Politics (3 credits)
- POL 255 Introduction to International Relations (3 credits)

Project Management Minor (18 credits)

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

- INF 336 Project Procurement Management (3 credits)
Prerequisite: INF 103
- INF 337 Integrated Cost & Schedule Control (3 credits)
Prerequisites: ACC 205, and MAT 332 or BUS 308

- INF 338 Leadership & Communication Skills for Project Managers (3 credits)
Prerequisite: MGT 330 and writing competency
- BUS 445 Total Quality Management (3 credits)
- INF 410 Project Management (3 credits)
- MGT 435 Organizational Change (3 credits)

Psychology Minor (18 credits)

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

- PSY 101 Introduction to Psychology (3 credits)
- PSY 301 Social Psychology (3 credits)
Prerequisite: PSY 101 or equivalent
- PSY 330 Theories of Personality (3 credits)
- PSY 303 Abnormal Psychology (3 credits)
Prerequisite: PSY 101 or equivalent
- PSY 331 Psychology of Learning (3 credits)
Prerequisite: PSY 101 or equivalent
- PSY 350 Physiological Psychology (3 credits)
Prerequisite: PSY 101 or equivalent

Public Administration Minor (18 credits)

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

- PPA 301 Principles of Public Administration (3 credits)
- PPA 303 Finance for Public Administrators (3 credits)
Prerequisite: ECO 203
- PPA 305 Budgeting for Public Administrators (3 credits)
- PPA 307 Intergovernmental Relations & Issues (3 credits)
Prerequisite: PPA 301
- PPA 401 Urban Management (3 credits)
Prerequisite: PPA 301
- PPA 403 Administrative Law (3 credits)

Social and Criminal Justice Minor (18 credits)

Please note: This minor is not available to students majoring in Social and Criminal Justice.

- CRJ 201 Introduction to Criminal Justice (3 credits)
- CRJ 301 Juvenile Justice (3 credits)
- CRJ 303 Corrections (3 credits)
- CRJ 305 Crime Prevention (3 credits)

- CRJ 306 Criminal Law & Procedure (3 credits)
- CRJ 311 Forensics (3 credits)

Social Sciences Minor (18 credits)

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

- SSC 101 Introduction to Social Science (3 credits)
- HIS 206 United States History II (3 credits)
Recommended Prerequisite: ENG 122
- SOC 315 Cross-Cultural Perspectives (3 credits)
- POL 310 Environmental Policies (3 credits)
- LIB 320 Global Socioeconomic Perspectives (3 credits)
- ANT 353 Anthropology of Gender (3 credits)
Prerequisite: ANT 340

Sociology Minor (18 credits)

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

- SOC 101 Introduction to Sociology (3 credits)
- SOC 203 Social Problems (3 credits)
- SOC 304 Social Gerontology (3 credits)
- SOC 305 Crime & Society (3 credits)
- SOC 308 Racial & Ethnic Groups (3 credits)
- SOC 312 Child, Family & Society (3 credits)

Speech & Language Disorders Minor (18 credits)

Please note: this minor is not available to students majoring in Applied Linguistics.

- LNG 101 Introduction to Language (3 credits)
- LNG 222 Survey of Communicative Disorders (3 credits)
Prerequisite: LNG 101
- LNG 310 Sounds of Language (3 credits)
Prerequisite: LNG 101
- LNG 320 Structures of Language (3 credits)
Prerequisite: LNG 101
- LNG 360 Sociolinguistics (3 credits)
Prerequisite: LNG 101
- LNG 455 Language Development Disorders (3 credits)
Prerequisite: LNG 101

Sports and Recreation Management Minor (18 credits)

Please note: This minor is not available to students majoring in Sports and Recreation Management.

- ACC 205 Principles of Accounting I (3 credits)
- BUS 303 Human Resource Management (3 credits)
- BUS 330 Principles of Marketing (3 credits)
- MGT 330 Management for Organizations (3 credits)
- SRM 401 Sport Finance (3 credits) *Prerequisite: ACC 205*
- SRM 410 Contemporary Issues in Sports Marketing & Management (3 credits)

World History Minor (18 credits)

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

- HIS 104 World Civilizations II (3 credits)
- HIS 378 Historiography & Historical Methodologies (3 credits)
- HIS 306 Twentieth-Century Europe (3 credits)
- HIS 342 The Middle East (3 credits)
- HIS 351 Asia in the Age of Decolonization & Globalization (3 credits)
- HIS 379 The Atlantic World (3 credits)

Writing Minor (18 credits)

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

- ENG 315 Business and Professional Writing (3 credits)
Prerequisites: ENG 122 and junior standing.
- ENG 318 Creative Writing (3 credits)
- ENG 325 Intermediate Composition (3 credits)
Prerequisites: ENG 121 and ENG 122
- ENG 328 Scientific & Technical Writing (3 credits)
Prerequisites: ENG 122 and fulfillment of the General Education Science requirement.
- COM 345 Media Writing for Communication (3 credits)
- ENG 353 Evolution and History of the English Language (3 credits)

Specializations

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

Business Economics Specialization (12 credits)

Available for Bachelor of Arts in Accounting degree program only.

- ECO 203 Principles of Macroeconomics (3 credits)
- ECO 316 Financial Institutions & Markets (3 credits)
Prerequisite: ECO 100 and ECO 203
- ECO 320 International Economics (3 credits)
- ECO 406 Business Cycles & Growth (3 credits)
Prerequisite: ECO 203

Child Development Specialization (12 credits)

Available for Bachelor of Arts in Education Studies degree program only.

- ECE 205 Introduction to Child Development (3 credits)
- ECE 332 Child Development (3 credits)
- ECE 351 Play & Learning for the Young Child (3 credits)
- ECE 355 Understanding Behavior & Family Dynamics (3 credits)

Corrections Management Specialization (12 credits)

Available for Bachelor of Arts in Social and Criminal Justice degree program only.

- CRJ 461 Corrections Administration & Management (3 credits)
- CRJ 463 Contemporary Corrections Issues (3 credits)
- CRJ 465 Corrections & Incarceration (3 credits)
- CRJ 467 Probation & Parole (3 credits)

Criminal Investigations Specialization (12 credits)

Available in Bachelor of Arts in Social and Criminal Justice degree program only.

- CRJ 451 Homicide Investigation & Evidence Gathering (3 credits)
- CRJ 453 Criminal Profiling (3 credits)
- CRJ 455 Criminal Law (3 credits)
- CRJ 457 Forensic Evidence & the Law (3 credits)

Early Childhood Education Specialization (12 credits)

Available for Bachelor of Arts in Education Studies degree program only.

- ECE 101 Introduction to Early Childhood Education (3 credits)
- ECE 311 Early Childhood Curriculum & Methods (3 credits)
- ECE 315 Language Development in Young Children (3 credits)
- ECE 335 Children's Literature (3 credits)

Education and Public Policy Specialization (12 credits)

Available for Bachelor of Arts in Education Studies degree program only.

- EDU 108 Introduction to Policy & Education (3 credits)
- EDU 363 Education & Social Justice (3 credits)
- EDU 365 Politics of American Education (3 credits)
- EDU 428 Student Achievement in Public Schools (3 credits)

English Language Learner Studies Specialization (12 credits)

Available for Bachelor of Arts in Education Studies degree program only.

- ELL 240 Linguistically & Culturally Diverse Learners (3 credits)
- ELL 355 Methods, Materials, & Technology for Learning a Second Language (3 credits)
- ELL 359 Contemporary Issues in English Language Instruction (3 credits)
- ELL 420 Testing & Assessment for ELL Students (3 credits)

Entrepreneurship Specialization (12 credits)

Available in Bachelor of Arts in Accounting, Business Administration, Health Care Administration, Human

Resources Management, and Sports and Recreation Management degree programs only.

- BUS 362 Introduction to Entrepreneurship (3 credits)
- BUS 365 Creativity & Innovation (3 credits)
Prerequisite: BUS 362
- BUS 368 Venture Capital & Banking (3 credits)
Prerequisite: BUS 362
- BUS 433 New Business Strategy (3 credits)
Prerequisite: BUS 362

Finance Specialization (12 credits)

Available in Bachelor of Arts in Accounting, Business Administration, Health Care Administration, and Sports and Recreation Management degree programs only.

- BUS 215 Personal Financial Management (3 credits)
- BUS 401 Principles of Finance (3 credits)
Prerequisites: ACC 205 or ACC 208 or ACC 281 and Mathematical competency
- BUS 405 Principles of Investments (3 credits)
Prerequisite: BUS 401
- ECO 316 Financial Institutions & Markets (3 credits)
Prerequisite: ECO 100 or ECO 203

Health Care Informatics Systems Specialization (12 credits)

Available in all Bachelor's programs in the College of Health, Human Services, and Science except for Applied Behavioral Science, Health Informatics, and Psychology.

- HIM 301 Introduction to Health Informatics (3 credits)
- HCA 417 Electronic Health Records (3 credits)
- HIM 410 Health Informatics-A Systems Perspective (3 credits)
- HIM 435 Analyzing Healthcare Data (3 credits)

History Specialization (12 credits)

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

- HIS 331 World War II (3 credits)
- HIS 340 Recent American History (3 credits)
- HIS 342 The Middle East (3 credits)
- HIS 379 The Atlantic World (3 credits)

Homeland Security Specialization (12 credits)

Available in Bachelor of Arts in Social and Criminal Justice degree program only.

- HSM 305 Survey of Homeland Security & Emergency Management (3 credits)
- HSM 315 Emergency Planning (3 credits)
- HSM 320 Emergency Response to Terrorism (3 credits)
- HSM 433 Counter Terrorism & Intelligence Analysis (3 credits)

Human Resources Management Specialization (12 credits)

Available in Bachelor of Arts in Business Administration, Health Care Administration and Organizational Management degree programs only.

- BUS 370 Organizational Development (3 credits)
Prerequisite: BUS 201 or MGT 330 or HCA 459
- BUS 372 Employee & Labor Relations (3 credits)
Prerequisite: BUS 303
- BUS 375 Employee Training (3 credits)
Prerequisite: BUS 303
- BUS 434 Compensation & Benefits Management (3 credits)
Prerequisite: BUS 303

Infant and Toddler Care Specialization (12 credits)

Available in Bachelor of Arts in Early Childhood Education and Early Childhood Education Administration only.

- ECE 341 Social & Emotional Growth of Infants & Toddlers (3 credits)
- ECE 343 Quality Care Environments for Infants & Toddlers (3 credits)
- ECE 345 Infant & Toddler Learning & Development (3 credits)
- ECE 347 Culture, Family & Childcare (3 credits)

Information Systems Specialization (12 credits)

Available in Bachelor of Arts in Accounting, Business Administration, Health Care Administration, Public Relations and Marketing and Sports and Recreation Management degree programs only.

- INF 231 Programming Concepts (3 credits)
Prerequisite: INF 103

- INF 322 Database Management Systems (3 credits)
Prerequisites: INF 231 and Mathematical competency
- INF 325 Telecommunications & Networking Concepts (3 credits)
Prerequisite: INF 231
- INF 340 Business Systems Analysis (3 credits)
Prerequisite: Information Technology competency

Instructional Design Specialization (12 credits)

Available for Bachelor of Arts in Education Studies degree program only.

- EDU 120 Principles of Instructional Design (3 credits)
- EDU 232 Instructional Design for E-Learning (3 credits)
Prerequisite: EDU 120
- EDU 335 Design Concepts & Applications for Online Learning (3 credits)
Prerequisites: EDU 120 and EDU 232
- EDU 336 Evaluation of E-Learning (3 credits)
Prerequisites: EDU 120 and EDU 232

International Management Specialization (12 credits)

Available in Bachelor of Arts in Accounting, Business Administration, Health Care Administration, and Public Relations and Marketing degree programs only.

- BUS 343 International Marketing (3 credits)
- BUS 357 International Business (3 credits)
- BUS 450 International Finance (3 credits)
- ECO 320 International Economics (3 credits)

Logistics Management Specialization (12 credits)

Available in Bachelor of Arts in Business Administration, Entrepreneurship, International Business, Organizational Management, Operations Management and Analysis, and Public Administration only.

- MGT 322 Principles of Logistics Management (3 credits)
Prerequisite: MGT 330
- MGT 325 Introduction to Transportation Management (3 credits)
Prerequisite: MGT 330

- MGT 370 International Supply Chain Management (3 credits)
- MGT 401 Hazardous Materials Management (3 credits)
Prerequisite: MGT 330

Long-Term Care Specialization (12 credits)

Available in the Bachelor of Arts in Health and Human Services degree program only.

- HCA 333 Introduction to Long-Term Care (3 credits)
- HCA 442 Contemporary Issues in Aging (3 credits)
- PSY 317 Cognitive Functioning in the Elderly (3 credits)
Prerequisite: PSY 101 or equivalent
- SOC 304 Social Gerontology (3 credits)

Long-Term Care Management Specialization (12 credits)

Available in Bachelor of Arts in Health Care Administration and Health Care Studies degree programs only.

- HCA 442 Contemporary Issues in Aging (3 credits)
- HCA 444 Long-Term Care: The Consumer Perspective (3 credits)
- PSY 317 Cognitive Functioning in the Elderly (3 credits)
Prerequisite: PSY 101 or equivalent
- SOC 304 Social Gerontology (3 credits)

Marketing Specialization (12 credits)

Available in Bachelor of Arts in Business Administration and Sports and Recreation Management degree programs only.

- BUS 317 Introduction to Advertising (3 credits)
- BUS 339 Marketing Research (3 credits)
- BUS 343 International Marketing (3 credits)
- BUS 350 Consumer Behavior (3 credits)

Operations Management Specialization (12 credits)

Available in Bachelor of Arts in Accounting and Business Administration degree programs only.

- BUS 307 Operations Management & Quantitative Techniques (3 credits) *Prerequisite: Mathematical competency*

- BUS 445 Total Quality Management (3 credits)
- BUS 446 Production Operations Control (3 credits)
- INF 336 Project Procurement Management (3 credits) *Prerequisite: INF 103*

Political Science and Government Specialization (12 credits)

Available in Bachelor of Arts in History and Social Science degree programs only.

- POL 310 Environmental Policies (3 credits)
- POL 319 State & Local Government (3 credits)
- POL 355 International Relations (3 credits)
- POL 411 Political Behavior (3 credits)

Project Management Specialization (12 credits)

Available in Bachelor of Arts in Accounting, Business Administration, Health Care Administration, Organizational Management, Public Relations and Marketing, and Sports and Recreation Management degree programs only.

- INF 336 Project Procurement Management (3 credits)
Prerequisite: INF 103
- INF 337 Integrated Cost & Schedule Control (3 credits)
Prerequisite: ACC 205, and MAT 332 or BUS 308
- BUS 445 Total Quality Management (3 credits)
- INF 410 Project Management (3 credits)

Public Administration Specialization (12 credits)

Available in Bachelor of Arts in Accounting, Business Administration, Health Care Administration, and Organizational Management degree programs only.

- PPA 301 Principles of Public Administration (3 credits)
- PPA 303 Finance for Public Administrators (3 credits) *Prerequisite: ECO 203*
- PPA 305 Budgeting for Public Administrators (3 credits)
- PPA 401 Urban Management (3 credits) *Prerequisite: PPA 301*

Sports and Recreation Management Specialization (12 credits)

Available in Bachelor of Arts in Business Administration, Organizational Management and Public Administration degree programs only.

- ACC 205 Principles of Accounting I (3 credits)
- BUS 330 Principles of Marketing (3 credits)
- SRM 401 Sport Finance (3 credits)
- SRM 410 Contemporary Issues in Sports Marketing & Management (3 credits)

SECTION SEVEN: GRADUATE PROGRAMS

Overview

The following graduate programs are offered through the Forbes School of Business at Ashford University, the College of Education, College of Health, Human Services, and Science and the College of Liberal Arts. For more information about on-time completion rates, the median loan debt of students who completed each program below, and other important information, please visit www.ashford.edu/pd.

Admission Policies and Procedures for Graduate Programs

Conditional Admission Requirements (Graduate Programs)

Applicants seeking admission to any Master's degree program must meet the following admission requirements prior to the start of the first course at Ashford University:

1. Have a Bachelor's degree or post-graduate degree from a regionally accredited or approved nationally accredited college or university with a grade point average (GPA) of 2.0 or above. Applicants with a grade point average of 2.0 to 2.74 will be placed on Academic Watch;
2. Have access to a computer with an Internet connection for the Web-based programs and meet the minimum technology and minimum computer skills, abilities, features, system configurations, hardware, and software outlined in this *Catalog*;
3. Have the ability to study in English indicated by one of the following:
 - Earned a Bachelor's degree in which the primary language of instruction was English; or
 - Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) examination taken within the past two (2) years. For the TOEFL, a minimum score of 550 paper-based or 79 internet-based is required. For the IELTS, a minimum score of 6.5 is required. Copies of official scores must be submitted prior to provisional enrollment, and official scores must be submitted prior to full admission.

Bachelor's degrees from nationally accredited institutions granted accreditation by the following accrediting agencies may be considered for admission:

- Association of Advanced Rabbinical and Talmudic Schools, Accreditation Commission (AARTS);
- Association of Biblical Higher Education (ABHE, formerly known as AABC);
- Accrediting Commission of Career Schools and Colleges (ACCSC, formerly known as ACCSCT, NATTS or CCA-ACICS)
- Accrediting Council for Independent Colleges and Schools (ACICS, formerly known as AICS or CCAACICS);
- Association of Theological Schools in the United States and Canada, Commission on Accrediting (ATS);
- Council on Occupational Education (COE, formerly known as SACS-COEI);
- Distance Education and Training Council, Accrediting Commission (DETC, formerly known as NHSC);
- Transnational Association of Christian Colleges and Schools, Accreditation Commission (TRACS); and
- Accrediting Bureau of Health Education Schools (ABHES).

Students with Bachelor's degrees accredited by the aforementioned institutions may be required to submit unofficial documentation to the Registrar's Office at the time of provisional admissions.

Ashford University reserves the right to deny admission or re-admission to any applicant. Ashford University recognizes the importance of protecting student privacy and reserves the right to request documentation to establish or verify any student's identity at any time, for administrative or compliance purposes. Students are expected to provide such documentation, and failure to do so may be considered a violation of the Student Community Standards. The University may deny or rescind admission to any student for failure to authenticate his or her identity.

Applicants are conditionally admitted to a Master's degree program when they submit a completed application indicating that they meet admission requirements outlined for that program and are approved by the Registrar's Office. Applicants in a conditional admission status are not eligible for Title IV funds and are not considered regular students until granted provisional or full admission.

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

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

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

Students must appeal in writing to the University Registrar. The appeal must be submitted to academic.progress@ashford.edu and approved prior to enrollment in any future courses. Additionally, the student's appeal letter must include:

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

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

Provisional Admission Requirements

Students must attend beyond Week 3 of their first course in order to be provisionally admitted to a Master's degree program at Ashford University:

Attendance beyond Week 3 constitutes a student's confirmation of their intention to continue in the program as a regular student. Upon attendance beyond Week 3 of their first course, students are considered matriculated, regular students in their degree program. Students who

meet the requirements for Full Admission will be fully admitted into the degree program.

Transfer Credit Evaluation for Graduate Degree Programs

Upon being granted provisional admission to a graduate degree program, the Ashford University Registrar's Office staff will begin requesting official transcripts from schools where any graduate-level credit was earned, using the signed Transcript Request form.

This includes:

- College or university transcripts from institutions where graduate credit was earned
- Military credits evaluated for equivalency to graduate-level college credits

Once these transcripts have been received, the Registrar's Office staff will complete the student's transfer credit evaluation.

At the conclusion of the third (3rd) attempted Ashford University course in a degree seeking program, if any transcripts from institutions where graduate credit was earned have not yet been received, the Registrar's Office staff will proceed with the transfer credit evaluation of any transcripts received to date. Additional transcripts may be submitted for evaluation at a later date, should they become available.

If it is determined prior to the conclusion of the third (3rd) attempted Ashford University course that certain transcripts where graduate credit was earned are unable to be provided, students may sign and submit an Authorization to Close File form thereby waiving potential transfer credits from previously attended schools, in order to expedite the transfer credit evaluation process. These transcripts may be submitted for evaluation at a later date, should they become available.

Students are responsible for reviewing their transfer credit evaluation as well as their scheduled courses with their Student Advisor and informing them of any courses that they feel are duplicative or equivalent in content to previously completed coursework.

Students may submit official transcripts to Ashford University for review of transfer credits at any time.

Full Admission Requirements

The following requirements must be met prior to the conclusion of the third (3rd) attempted Ashford University course in a degree seeking program. To start the fourth (4th) course, students must complete all the requirements subsequently outlined and must meet all admissions requirements applicable to their specific degree program.

Students who do not complete all requirements will not be fully admitted and will be withdrawn from the program.

- Submission of an official transcript from the regionally accredited or approved nationally accredited institution that awarded the baccalaureate or post-graduate degree indicating a minimum GPA of 2.0 with a degree conferral date prior to the start of the first course at Ashford University.
- Students who do not meet the minimum GPA requirements outlined in the following two options but do have a minimum of a 2.0 GPA are fully admitted on Academic Watch and are required to achieve a cumulative GPA of 3.00 and successfully complete 67% of credits attempted by the conclusion of the first payment period.
 - Students who have completed only a Bachelor's degree or fewer than 12 credits of graduate-level coursework will have their GPA calculated for the Bachelor's degree only to meet the 2.75 GPA requirements.
 - Students who have completed 12 credits or more of graduate-level coursework may have their GPA calculated for graduate coursework to meet the 3.0 graduate GPA requirement.
- Students must submit official TOEFL or IELTS scores, if required for admission.
- At the conclusion of the Academic Watch period or the first payment period, any student who does not meet the requirements for satisfactory academic progress will be dismissed from the University.

Appeal of Dismissal Following Academic Watch

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

Additionally, the student's appeal letter must include:

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

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

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

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

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

MACC Program-Specific Requirements

Students who submit official transcripts indicating that they have earned a Bachelor's degree in Business, Business Administration, Accounting, Finance, Economics or have successfully completed undergraduate coursework in Accounting or Finance with a grade of "C" or higher, or graduate coursework in Accounting or Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 591 Financial Accounting & Analysis.

Students who submit official transcripts indicating that they successfully completed undergraduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "C" or higher or graduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "B" or higher will be exempt from the requirement to take MAT 540 Statistical Concepts for Research. Students who submit official transcripts indicating that they have earned a Bachelor's degree in Accounting or Finance or have successfully completed undergraduate coursework in Accounting or Finance with a grade of "C" or higher, or graduate coursework in Accounting or Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 590 General Cost Accounting.

MBA Program-Specific Requirements

Master of Business Administration students who submit official transcripts indicating that they have earned a Bachelor's degree or higher in Business, Business Administration, Accounting, Finance, or Economics or

have successfully completed undergraduate coursework in Accounting or Finance with a grade of "C" or higher, or graduate coursework in Accounting or Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 591 Financial Accounting & Analysis. Students who have successfully completed undergraduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "C" or higher or graduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "B" or higher will be exempt from the requirement to take MAT 540 Statistical Concepts for Research. Students are responsible for notifying the University if they believe they have met these requirements through previous college coursework during the application process and are responsible for submitting official transcripts for verification.

MPA Program-Specific Requirements

Master of Public Administration students who submit official transcripts indicating that they have earned a Bachelor's degree or higher in Business, Business Administration, Accounting, Finance, Economics or have successfully completed undergraduate coursework in Economics, Accounting, and Finance with a grade of "C" or higher or graduate coursework in Economics, Accounting, and Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 599 Introduction to Quantitative Principles. Students are responsible for notifying the University if they believe they have met these requirements through previous college coursework during the application process and are responsible for submitting official transcripts for verification.

MSCJ Program-Specific Requirements

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

Additional Admission Requirements for International Applicants

The following requirements are applicable to international applicants and applicants relying on academic credentials earned outside the United States for admission to the

programs offered through the online modality. Please note that visa services are not provided for enrollment in online programs and that the University will not vouch for a nonimmigrant alien student's status or associated charges.

Provisional Admission Requirements

In addition to the requirements for provisional admission outlined in the admission policy for graduate programs, copies of documentation indicating that the student meets the following admission requirements are required for provisional admission:

- Submit copies of an official evaluation from an approved evaluation service indicating that the student has met the following requirements:
 - The equivalent of a regionally or approved nationally accredited Bachelor's degree from the United States.
 - The requirement for official evaluation of the Bachelor's degree may be waived when a Master's degree has been earned at an appropriately accredited university in the United States.

All academic records from countries other than the United States must have been evaluated by one of the following evaluation services:

- Educational Credentials Evaluators, Inc. (ECE); OR
- World Education Services (WES)

Note: Students who have already had their international credentials evaluated prior to applying to Ashford University may petition the Office of the Registrar for acceptance of evaluations from other credible agencies.

Full Admission Requirements

In addition to the requirements for full admission outlined in the admission policy for graduate programs, international students must submit an official evaluation sent directly from an approved evaluation service indicating that the student meets full admission requirement (student copies are not accepted) prior to the conclusion of three (3) Ashford University courses (equivalent to one academic term) if that institution is where their undergraduate degree was earned. To begin the fourth (4th) Ashford University course, international students must complete the requirement or they will be withdrawn from the program at the conclusion of the third (3rd) attempted Ashford University course.

Non-Degree Seeking Student General Admission Requirements for Graduate Level Coursework

It is the responsibility of the applicant to provide Ashford University with all materials required for admission prior to enrolling in coursework as a non-degree seeking student. Please see additional policies for non-degree seeking students under *Classification of Students* in the *General Academic Information and Policies* section of this *Catalog*.

Students seeking to enroll in graduate-level coursework as a non-degree seeking student must meet the following requirements:

1. Submit an official or unofficial transcript from the regionally accredited or approved nationally accredited institution that awarded the baccalaureate degree indicating a minimum GPA of 2.0 with a degree conferral date prior to the start of the first course at Ashford University;
2. Submit an official or unofficial transcript from the regionally accredited or approved nationally accredited institution showing proof of credit awarded for any required prerequisite coursework;
3. Have access to a computer with an Internet connection for the Web-based programs and meet the minimum technology and minimum computer skills, abilities, features, system configurations, hardware, and software outlined in this *Catalog*; and
4. Have the ability to study in English indicated by one of the following:
 - Earned a Bachelor's degree in which the primary language of instruction was English;
 - A minimum of 30 credits have been earned from regionally or approved nationally accredited colleges/universities in the United States or equivalent in which the primary language of instruction was English; or
 - Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) examination taken within the past two (2) years. For the TOEFL, a minimum score of 550 paper-based or 79 internet-based is required. For the IELTS, a minimum score of 6.5 is required. Copies of official or unofficial scores must be submitted prior to enrolling in coursework as a non-degree seeking student.

Academic Policies and Procedures

Academic Calendar

The academic calendar for Ashford University graduate programs is continuous (also known as non-term), rather than defined by semester dates. Typically, students take one course at a time and move to the next course in the program sequence without a break. Opportunities to enroll in graduate studies and to begin a course sequence in a degree program are available frequently throughout the calendar year.

Most courses are six weeks long with an annual two-week Winter Break when courses are not scheduled. The Winter Break for 2016-2017 occurs from December 20, 2016 to January 2, 2017.

Technology Requirements

It is our intent to assist students and to prepare them for their coursework at Ashford University. Therefore, technology competencies and requirements have been established. These requirements are in effect for all Ashford University applicants and existing students and may be updated at any time.

Competencies

Students must possess the following online competencies:

- Ability to access course and program material on the Web;
- Ability to correspond with University staff, students, and faculty using email and the Web; and
- Ability to use appropriate antivirus utilities so that files transmitted and received are virus free.

Minimally, students must have a computer with the following features and system configurations:

- Platforms: Mac OS X 10.2 or higher or Windows XP or higher;
- Hardware: 256 Mb RAM, CD-ROM, and 1 Gb free disk space;
- Productivity Software: Microsoft Word, PowerPoint, and Excel (provided); Adobe Reader 8.0 or higher; Adobe Flash 10 or higher (Constellation Users);
- Web Browser: Firefox 3.0 or higher, Internet Explorer 9.0 or higher, Safari 3.0 or higher, or Chrome;
- Networking: 56k dialup modem, DSL, or cable modem; and
- Email: Outlook, Outlook Express, Mac Mail, Eudora, Entourage, or Yahoo/Hotmail/Gmail.

The following are recommended for optimal performance:

- Networking: Broadband internet connection (DSL, Cable, or other).
- Constellation users: Windows Media Player 7.0 or higher, sound card and speakers.

Please note certain courses may require the use of additional internet connectivity requirements, software, and/or hardware, such as a microphone and/or webcam to record sound or video files. Additionally certain courses may require use of third party websites. The University is not responsible for the practices of any third party websites. If a student has serious objections to using a third party website, he or she can request an alternative method of completing an assignment from the instructor of the course. If a student chooses to withhold the disclosure of Directory Information, no Directory Information will be released by Ashford University to non-university personnel, unless the disclosure meets exception criteria as outlined in the Student Rights and Responsibilities section of this Catalog. However, a student may still be required to make certain disclosures as part of coursework.

Program Enrollment and Cancellation

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

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

Ashford University reserves the right to cancel or terminate the agreement if the applicant fails to meet basic academic requirements during conditional admission, violate the Student Community Standards, fail to make satisfactory academic progress, fail to make payment in accordance with the terms of his or her student finance

agreement, and/or fail to meet attendance requirements as outlined in this Catalog. Applicants who are denied admission may be allowed one more period of conditional admission at Ashford University. Individuals who are denied admission two times while in conditional standing may re-apply to Ashford University no earlier than one year from their last date of attendance.

Students who receive federal student financial aid funds are entitled to a refund of money not paid from federal student financial aid program funds.

Students who obtain loan(s) to pay for an educational program will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

Registration and Academic Placement

Initial registration and student scheduling is a one-time process based upon the information provided to Ashford University in the admission application. The student's initial schedule is based upon the student's desired start date and program of study in conjunction with previous education. Initial registration occurs in consultation with an Enrollment Services Advisor/University Advisor. Upon completion of initial registration, students have access to their individual course schedules and the dates of each course for which they are registered via the Student Portal.

Student schedules are adjusted by the student's Student Advisor, in consultation with the student, to accommodate courses applied in transfer once the admission file is completed and the student receives full admission to the University. It is the student's responsibility to review his or her schedule regularly through the Student Portal and to notify their Student Advisor to initiate any schedule changes.

Degree-Seeking Student Classifications

Class Level:

Students enrolled in graduate programs are classified as graduate-level students.

Enrollment Status:

Students who remain continuously enrolled in online non-term-based programs are classified as full-time. Students who are on a break of up to 14 consecutive days or on an approved Academic Leave are still classified as full-time. Students who fail to return from a break or approved Academic Leave as scheduled should refer to the *Withdrawal from the University* policies for information regarding determination of withdrawal date. The University may schedule breaks during which no courses are scheduled. When this occurs, such as during the annual winter break, the student's break will extend the 14 day

limit to include the scheduled break. The annual winter break does not extend the 45 day limit for approved Academic Leaves that are greater than 14 days.

Auditing of Courses

Ashford University does not allow graduate-level course auditing due to the accelerated nature of course offerings and the unique nature of the online classroom environment.

Graduate Programs Credit Maximum Policy

A maximum of 24 credits may be attempted per academic year. Students may appeal in writing to the Registrar's Office for an increase to a maximum of 36 credits attempted per academic year.

Concurrent Course (Double Up) Registration Policy

- Concurrent course registration may occur when the student is fully admitted and has completed his or her first two courses.
- Student must meet Satisfactory Academic Progress requirements.
- Payment of concurrent courses is not deferred and must be paid for in advance of the course start date.
- Concurrent course registration cannot violate progression or prerequisite requirements.
- At no time may a student attend more than two Ashford University courses concurrently.

Transfer Credit Policy

Students who have earned graduate-level course credits prior to matriculation at Ashford University may be eligible to transfer up to nine (9) credits toward an Ashford University graduate-level degree. Additional credits may be accepted when offered under an agreement approved by Ashford University up to a maximum of 15 credits. Once admitted and/or matriculated into an Ashford University Master's program, students are not permitted to take coursework at other institutions and transfer it into Ashford University, unless offered in an approved program or agreement.

Ashford University's Registrar's Office maintains records of all previous education and training obtained from students as part of the initial transfer credit evaluation at enrollment. Any additional evaluation requested by students following enrollment is also maintained. The outcomes of all transfer credit evaluations completed are communicated to students along with the resulting shortened program of study, where applicable, as shown in their Student Portal.

Graduate-level college credits completed are acceptable for transfer under the following conditions, unless offered in an approved program or under an agreement approved by Ashford University:

- Credits should have been earned no more than ten (10) years before the date of admission to the degree program to which the credit is to be applied.
- Graduate courses cannot have been used to satisfy the requirements for a previous graduate degree, including Ashford University courses.
- The course must have been equivalent in content and level to the Ashford University course against which it is to be applied.
 - The course must have been a graduate-level course, taken for equivalent graduate-level credit at a regionally accredited college or university or Ashford University approved nationally accredited college.
 - Credits earned outside the United States must be evaluated by an approved Foreign Evaluation Agency for equivalency to both content and degree level of the Ashford University course.
 - Ashford University does not accept for graduate credit any credits earned as military credit, credit by examination, credit by correspondence, credit for life experience, or graduate credit from non-accredited schools.
- Students must have earned a grade of "B" or better for any transfer course.
- All capstone courses must be taken at Ashford University. Degree programs may determine that certain courses are not eligible for transfer of credit.
- Official transcripts are required for transfer credit to be considered. In addition, students may be required to provide a copy of the catalog description and/or the course syllabus from the institution where the credit was awarded to validate that the course satisfies the transfer credit criteria.
- California residents who have earned graduate-level course credits prior to matriculation at Ashford University may be eligible to transfer up to six (6) credits awarded by another institution toward an Ashford University graduate-level degree.

Attendance Policy for Graduate Courses

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded discussion forum, submitting a written assignment or journal entry, or submitting a quiz or exam. Postings not related to graded discussion forums

or written assignments or journal entries not related to the actual assignment may be reviewed and disqualified for attendance purposes. Attendance on the basis of submitting a quiz or exam is determined by submission status at the conclusion of the calendar day (11:59 pm Mountain Time Zone).

Each instructional week begins on a Tuesday and concludes on the following Monday. A student is recorded either absent or present each day based on participation in an academic activity. All recorded time stamps for assignment submissions, discussion board posts, and attendance records will reflect Mountain Time Zone.

Students who do not attend at least once in any seven consecutive day period will be issued an attendance warning. Students who do not attend at least once in any 14 consecutive day period will be dropped from the course and administratively withdrawn from the University retroactive to the last date of recorded attendance. Students who attend on the first day following 14 consecutive days of non-attendance will not be dropped from their course or administratively withdrawn.

Students who participate in an academic activity in a course prior to its official start date will not be dropped from their course during Week 1 for non-attendance as long as they subsequently attend at least once during Week 1 of the course.

Please refer to drop policies for grade implications when not meeting attendance requirements. Students not meeting attendance requirements will be dropped from the course and administratively withdrawn from the University retroactive to the last date of recorded attendance. A student's last date of attendance following successful completion of a course is the end date of that course. The University may schedule periods of non-enrollment during which no courses are scheduled. When this occurs, such as during the annual winter break, the non-enrollment period may extend the 14 day limit to include the break. No approved Academic Leave can exceed 45 days including University scheduled periods of non-enrollment.

Note: New students who do not meet attendance requirements for the first week of their first course or do not complete their first course, will be administratively withdrawn from the University and must work with their Enrollment Services Advisor/University Advisor to reschedule their enrollment in the program.

Academic Participation

In addition to meeting attendance requirements, students attending are expected to participate in their courses by actively engaging in weekly discussion forums with substantial posts and completing the required assignments for each week. A list of all assignments can be found

within the course calendar in each online class and also by week in the weekly instructional units.

Failure to meet academic participation requirements may negatively impact an assignment and/or course grade. All recorded time stamps for assignment submissions, discussion board posts, and attendance records will reflect Mountain Time Zone.

Students who anticipate being absent for an entire week of a course should contact the instructor in advance and make arrangements to complete the required assignments. Acceptance of late work is at the discretion of the instructor and does not waive attendance requirements.

Academic Leave

Students who plan to take a break in attendance of greater than 14 days but no more than 30 days from their last date of attendance, who provide a written confirmation of their intent to return, will not be administratively withdrawn, provided they return as scheduled.

Written confirmations must be provided via the *Academic Leave Request* form in the Student Portal, and should be submitted within 14 days of the last date of attendance. *Academic Leave Requests* allow students to postpone the start date of their next scheduled course and maintain an active status with the University. To gain access to the *Academic Leave Request* form, students must speak with a Student Advisor. New students must complete their first course in order to be eligible for an Academic Leave.

Students who do not return on their scheduled return date or do not attend within the first seven days of the course they are scheduled for when returning from an approved Academic Leave will be administratively withdrawn. Please note that administrative withdrawal may occur at any point in a student's enrollment when 14 consecutive days of non-attendance occur, whether within an active course or between the last date of attendance in a prior course and the first date of attendance in a subsequent course. Students who attend on the first day following 14 consecutive days of non-attendance will not be dropped from their course or administratively withdrawn.

Exceptions to submitting an *Academic Leave Request* through the Student Portal may be made in instances where extreme extenuating circumstances exist for students unable to access the Student Portal. Students must contact a Student Advisor for assistance with this exception.

If a student requires a break in attendance of greater than 30 days, the Student Advisor may escalate an exception approval to a Director or designee for an Academic Leave with a maximum allotment of 45 days out of attendance. Exceptions will be made on a case-by-case basis.

Course Drop

To drop from a course(s), a student must contact his or her assigned Enrollment Services Advisor, University Advisor, Student Advisor, or other advisor within the Enrollment Services or Student Services Departments. Students who officially drop from a course or courses during the add/drop period, which is before the conclusion of the first instructional week, will have that course removed from their academic transcripts.

Drop Deadlines:

- 6-week course = Week 1

Students who officially drop or are administratively dropped from a course after Week 1 and have a Last Date of Attendance (LDA) in Weeks 2 through 5 will receive a grade of "W" in the course. Students who officially drop or are administratively dropped from a course prior to the course end date and have an LDA in Week 6 will receive a grade of "WF" in the course.

Withdrawal from the University

Students wishing to officially withdraw from Ashford University must notify their assigned Enrollment Services Advisor, University Advisor, Student Advisor, or other advisor within the Enrollment Services or Student Services Departments. Students choosing to notify their Student Advisors verbally of their intent to withdraw may be asked to fill out a written request to withdraw.

Please refer to drop policies for grade implications when not meeting attendance requirements. Students who drop a course or are dropped for not meeting attendance requirements and do not attend class within 14 days of their last date of attendance will be administratively withdrawn. Students who attend on the first day following 14 consecutive days of non-attendance will not be dropped from their course or administratively withdrawn. The University may schedule periods of non-enrollment during which no courses are scheduled. When this occurs, such as during the annual winter break, the student's break will extend the 14 day limit to include the scheduled break. No approved Academic Leave can exceed 45 days including University scheduled periods of non-enrollment.

The student must resolve any financial obligations to Ashford University before receiving an official transcript from the Office of the Registrar.

For information regarding the determination of withdrawal date, please see the *Withdrawal from the University* policy in the *General Academic Information and Policies* section in this *Catalog*.

Consecutive Course Drops

Degree-seeking students only meeting attendance requirements in the first week of a course for four

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

Repeating Courses

A maximum of two different courses with letter grades of F or WF may be repeated once at the graduate level. If a single course is failed more than once, or more than two different courses are failed, students exceed the number of allowable F or WF grades and will be automatically dismissed from their program of study.

All courses remain on the transcript. Unsuccessful completion of the first course of a student's program will result in the rescheduling of the course and revision of future course sequence. There is no restriction on the number of courses with a grade of C or W that may be repeated at the Master's level so long as other requirements of satisfactory academic progress are met. The grade point average will be calculated based on the grade given in the second course. Exceptions to the limit on repeating courses must be approved by the Vice President of Academic Services, the University Registrar, or designee.

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

Courses that must be repeated due to an unsuccessful grade do not count towards eligibility for financial aid. This may affect the student's eligibility for financial aid funds. Students are encouraged to contact the Financial Aid Office for more information.

Consecutive Unsuccessful Grades

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

Dismissed students should refer to the *Appeal of Academic Dismissal* policy outlined in this *Catalog*. Appeals are evaluated by an Appeals Committee made up of the

University Registrar or designee, and representative from Academic Affairs. Students who are denied re-admission after an appeal will not be eligible to submit another appeal for a period of less than one year. Students who have an approved appeal and do not successfully complete their next scheduled course will be dismissed and may not submit another appeal for a period of less than one year.

Satisfactory Academic Progress (SAP) Policy

We are dedicated to the academic success of our students. As such, the following policy outlines the academic requirements for Ashford University graduate programs and how they are measured to ensure that students are making satisfactory academic progress toward successful degree completion. This policy applies to all graduate-level coursework attempted at Ashford University, regardless of date attempted.

Academic and Financial Aid Warning, and Academic and Financial Aid Probation statuses provide an opportunity for students to improve academic performance and meet overall requirements for degree completion. Students placed on one of these statuses should meet with their Student Advisor to discuss course scheduling and to plan for remediation.

Please contact the Ashford University Registrar or Associate University Registrar with any questions concerning the requirements outlined in this policy. This policy applies to all coursework accepted and applied in transfer as well as attempted at Ashford University, as outlined in this policy, regardless of date attempted.

Graduate Non-Term Based Program Measures

- Week = 7 calendar days
- Full Academic Year Definition = a minimum of 36 weeks of instructional time and 18 successfully earned credits that apply toward the student's program of study.
- A full Academic Year consists of 2 increments also referred to in this *Academic Catalog* as payment periods, financial aid payment periods and Satisfactory Academic Progress (SAP) increments.
 - The first payment period in the Academic Year ends when half of the credits and weeks required for a completed Academic Year have been successfully met.
 - The second payment period in the Academic Year ends when the requirements for a completed Academic Year have been successfully met.

Final Academic Year Exceptions:

- For any remaining portion of a program that is half of an Academic Year or less, the remaining portion is treated as a single payment period.
- For any remaining portion of a program that is more than half of an Academic Year but less than a full Academic Year, the remaining portion is divided into two payment periods and the first payment period is the period in which the student successfully completes half of the credits and half of the weeks of instructional time in the remaining portion.

Satisfactory Academic Progress (SAP) is evaluated at the end of each payment period.

Full-Time Enrollment = Students who remain continuously enrolled, including breaks of 14 days or less, in non-term-based programs are classified as full-time. The University may schedule periods of non-enrollment during which no courses are scheduled. When this occurs, such as during the annual winter break, the non-enrollment period may extend the 14 day limit to include the break.

Satisfactory Academic Progress Standards

Graduate students must meet the following minimum qualitative and quantitative requirements to make satisfactory academic progress:

- Cumulative GPA in Ashford University coursework for all graduate students = 3.00
- Cumulative GPA includes all graduate-level coursework attempted at Ashford University, excluding grades of Pass, I, or W. Only the later grade is counted in the cumulative GPA when a course is repeated.
- Successful Completion Rate = 67% or 2/3 of all attempted credits. Attempted graduate-level credits are all Ashford University course attempts recorded on the academic transcript, including repeated courses, withdrawals, and incompletes as well as transfer credits that apply toward the student's current degree program. Grades that count negatively against successful completion rates include I, W, WF, and F.
- Successful completion of all program requirements must be accomplished within 150% of the normal length of the program as measured in credits attempted toward the program. Credits accepted in transfer toward the program are included as attempted and earned credits in determining the maximum timeframe.
- Repeated courses count negatively against successful completion rates.

If at any point during the program, the institution determines that the student will not be able to successfully complete all program requirements at the conclusion of 150% of the normal length of a program as measured in credits, he or she will be dismissed from the University.

Satisfactory Academic Progress Review and Evaluation

Satisfactory Academic Progress (SAP) is reviewed at regular SAP increments. Students are evaluated against both qualitative and quantitative standards at the conclusion of a SAP increment. After each evaluation, students who do not meet SAP standards will be notified in writing. Students who have an outstanding incomplete grade at the time of SAP review may not be allowed to continue until the incomplete grade is successfully completed.

SAP increments will be adjusted to coincide with the payment period. Please note any of the following activities may have an impact on the student's payment period which will result in a SAP review that may not be congruent with the standard SAP increment:

- Changing program of study;
- Returning to the University after being officially or unofficially withdrawn;
- Repeating coursework in which a passing grade was earned;
- Returning after being out of attendance over 180 days;
- Completing courses which do not apply to the student's program of study; and/or
- Taking courses concurrently.

Additionally, if it is determined that the SAP review did not align with the Financial Aid Payment Period, SAP will be reevaluated to coincide with the Financial Aid Payment Period and could affect the outcome of a previous SAP review.

Academic and Financial Aid Warning

Students who do not meet the minimum requirements for making satisfactory academic progress at the time of evaluation are initially placed on Academic and Financial Aid Warning for the following SAP increment.

Students are given up to one SAP increment to meet the requirements for satisfactory academic progress. All coursework earned after the period during which the student did not meet satisfactory academic progress is counted as a part of the Academic and Financial Aid Warning period. Students who are otherwise eligible to receive Title IV financial aid are eligible to receive Title IV financial aid while on Academic and Financial Aid

Warning. Students may be required to re-take coursework previously completed in order to increase the likelihood of successfully meeting satisfactory academic progress and/or graduation requirements. These requirements may affect the student's eligibility for financial aid funds.

At the conclusion of the Academic and Financial Aid Warning period, students who do not meet the requirements for satisfactory academic progress will be dismissed from the University. Dismissed students are not eligible to receive Title IV financial aid. Dismissed students should refer to the *Appeal of Academic Dismissal* policy in this section of this *Catalog*.

Academic and Financial Aid Probation

Students who have been granted an appeal for readmission after dismissal following a period of Academic and Financial Aid Warning, are placed on Academic and Financial Aid Probation for the following payment period.

Students who are otherwise eligible to receive Title IV financial aid are eligible to receive Title IV financial aid while on Academic and Financial Aid Probation. Students may be required to re-take coursework previously completed in order to increase the likelihood of successfully meeting satisfactory academic progress and/or graduation requirements. These requirements may affect the student's eligibility for financial aid funds.

At the conclusion of the Academic and Financial Aid Probation period, students who do not meet the requirements for satisfactory academic progress will be dismissed from the University. Dismissed students are not eligible to receive Title IV financial aid. Dismissed students should refer to the *Appeal of Academic Dismissal* policy in this section of this *Catalog*.

Probation-Academic Plan

Students who are approved by the Appeals Committee for re-admission after dismissal following a period of Academic and Financial Aid Probation, after a period on Probation-Academic Plan or after dismissal due to exceeding the maximum time frame are placed on Probation-Academic Plan and are required to meet specific academic requirements outlined in writing in an academic plan from the Registrar's Office. Students are provided with an academic plan to assist the student in meeting regular SAP requirements within a specific period of time. Students may be limited in the number of courses for which they are scheduled while on Probation-Academic Plan. It is the student's responsibility to adhere to the academic plan.

Students who are otherwise eligible to receive Title IV financial aid are eligible to receive Title IV financial aid while on Probation-Academic Plan. Students may be required to re-take coursework previously completed in

order to increase the likelihood of successfully meeting satisfactory academic progress and/or graduation requirements. These requirements may affect the student's eligibility for financial aid funds.

Students will be placed on Probation–Academic Plan for the first payment period/SAP increment while on the academic plan. Students on Probation-Academic Plan are reviewed against the progression requirements outlined in the academic plan. Students who are not meeting plan requirements at the time of review will be dismissed from the University and will no longer be eligible to receive Title IV financial aid or VA education benefits. Dismissed students should refer to the *Appeal of Academic Dismissal* policy in this section of this *Catalog*.

Appeal of Academic Dismissal

Students who have been dismissed from the University for failure to meet satisfactory academic progress requirements or the consecutive unsuccessful grades policy may appeal to be re-admitted to the University. Students must appeal in writing to the University Registrar. The appeal must be submitted to academic.progress@ashford.edu or electronically via the online *SAP Appeal* form or the *Unsuccessful Grades Dismissal Appeal* form and approved prior to enrollment in any future courses. Additionally, the student's appeal letter must include:

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

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

The passage of time does not substantiate eligibility for readmission or appeal for readmission, however, students who have experienced mitigating circumstances and have been dismissed from the University for failure to meet satisfactory academic progress requirements or the consecutive unsuccessful grades policy, and have been

denied re-admission after an appeal, may submit another appeal to be readmitted after one or more years have elapsed since their last appeal. The appeal must meet the criteria outlined previously and the student must present compelling evidence that they have the ability to succeed in an academic program due to changed circumstances, experience, and/or successful completion of graduate level credits since the last appeal was submitted.

SMART Track Program

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

Forbes School of Business: Graduate Programs and Requirements

Master of Accountancy

Degree Focus

The Master of Accountancy program focuses on preparing students for professional careers in accounting. The graduate program develops technical knowledge and application skills as well as enhances students' analytical, communication, and decision-making skills. The Master of Accountancy helps prepare students for careers in public, corporate, and non-business accounting positions. This graduate degree offers innovative, high-quality learning opportunities for the corporate, governmental, and not-for-profit segments of the marketplace. Students may select one of the specializations to focus study areas. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/omacc.

Special Terms and Conditions: Successful completion of this program by itself does not qualify a student to sit for the Certified Public Accountant (CPA) examination. All prospective students should contact individual state boards of accounting for additional information relating to licensure requirements prior to enrolling. These requirements include, but are not limited to, education and work experience and any potential restrictions, such as age minimums or prior criminal convictions. A list of state

accounting boards is available here:

www.nasba.org/stateboards. Students seeking licensure or certification in a particular profession should carefully research the requirements prior to enrollment.

Requirements vary by state. Prospective students also should regularly review the state's policies and procedures relating to licensure as those policies are subject to change. Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification and graduates may have to complete additional coursework to be eligible to sit for certain professional certification exams.

Students who do not have an undergraduate accounting degree or substantial coursework in accounting will most likely be unable to meet state requirements to sit for the CPA examination.

Additionally, students may wish to seek a Certified Management Accountant (CMA) designation. Information on the CMA exam can be found at their website (www.imanet.org). Students are advised that a degree program is different from an exam preparation course and they may need more education in addition to work experience in order to successfully pass the examination. This degree program is not accredited by International Assembly for Collegiate Business Education.

Missouri Residents: Prospective students who wish to sit for the Certified Public Accountant (CPA) examination in the State of Missouri must meet the following requirements:

- A minimum of a baccalaureate degree
- Minimum of 150 semester hours are required to sit for the exam
 - Minimum of 33 semester hours in accounting (at least one (1) course in Auditing and at least 18 semester hours of the accounting courses must be upper division accounting). Please note: Accounting Law and Business Law courses are not acceptable toward the accounting requirement regardless of the department in which they were offered.
 - Minimum of 27 semester hours in general business (e.g., marketing, management, economics, finance, etc.).

Texas Residents: Prospective students who wish to sit for the Certified Public Accountant (CPA) examination in the State of Texas should be aware that the state requires 15 credits of traditional face-to-face classroom education in order to qualify to sit for the CPA examination. Any online coursework completed at Ashford University will not meet

the traditional face-to-face classroom education requirement.

Program Outcomes

Master of Accountancy graduates will be able to:

1. Develop technical knowledge and competency in the field of accountancy;
2. Evaluate how to research complex accounting issues using professional resources;
3. Articulate applied concepts and principles to real world problems;
4. Assess the relevancy, accuracy, and value of financial and nonfinancial information; and
5. Appraise ethical issues and decision alternatives by incorporating professional codes of conduct and social responsibility.

Program-Specific Requirements

Students who submit official transcripts indicating that they have earned a Bachelor's degree in Business, Business Administration, Accounting, Finance, Economics or have successfully completed undergraduate coursework in Accounting or Finance with a grade of "C" or higher, or graduate coursework in Accounting or Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 591 Financial Accounting & Analysis.

Students who submit official transcripts indicating that they successfully completed undergraduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "C" or higher or graduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "B" or higher will be exempt from the requirement to take MAT 540 Statistical Concepts for Research.

Students who submit official transcripts indicating that they have earned a Bachelor's degree in Accounting or Finance or have successfully completed undergraduate coursework in Accounting or Finance with a grade of "C" or higher, or graduate coursework in Accounting or Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 590 General Cost Accounting.

Core Requirements (39 credits)

- BUS 600 Management Communications with Technology (3 credits)
- BUS 607 Business Law for the Accountant (3 credits)
- ECO 610 Global Economics (3 credits)
- *BUS 591 Financial Accounting & Analysis (3 credits)

- *MAT 540 Statistical Concepts for Research (3 credits)
- *BUS 590 General Cost Accounting (3 credits)
- ACC 640 Advanced Managerial & Cost Accounting (3 credits)
- ACC 610 Advanced Federal Taxation (3 credits)
- ACC 614 Auditing & Fraud Detection (3 credits)
- ACC 618 Professional Ethics for the Accountant (3 credits)
- ACC 622 Accounting Information Systems (3 credits)
- ACC 626 Accounting in a Global Environment (3 credits)
- ACC 630 Advanced Government & Non-Profit Accounting (3 credits)

**Students who waive MAT 540, BUS 591, and BUS 590 are required to take 39 total program credits in order to meet graduation requirements.*

Specialization Requirements (9 credits)

Accounting Specialization

- ACC 611 Advanced Tax Research (3 credits)
- ACC 612 Advanced Financial Accounting (3 credits)
- ACC 695 Accounting Capstone (3 credits)

Audit Specialization

- ACC 616 Forensic Accounting (3 credits)
- ACC 617 Current Issues in Advanced Auditing (3 credits)
- ACC 697 Audit Capstone (3 credits)

Graduation Requirements

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

- The approved program consisting of 48 credits; and
- A minimum cumulative grade point average of 3.00 in all coursework attempted at the University.

The degree will be noted on the transcript as a Master of Accountancy.

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

Master of Arts in Organizational Management

Degree Focus

The Master of Arts in Organizational Management is designed to develop professional competence in a world of rapid and global change. This degree develops advanced skills in dealing with the complex problems organizations and individuals face in today's marketplace. Courses in organizational change, marketing, decision making, strategic thinking, and innovation cultivate the landscape for building an organizational culture that embraces quality and diversity. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/omom.

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

Program Outcomes

Master of Arts in Organizational Management graduates will be able to:

1. Evaluate the role of management practice in organizations and the managerial processes to effectively implement an organizational communication plan;
2. Analyze common behavioral factors that are present in organizations;
3. Analyze the factors that shape the legal environment of an organization;
4. Develop processes and policies to manage human capital in organizations;
5. Evaluate the importance of ethics and corporate social responsibility; and
6. Develop a framework of analysis for strategic planning.

Core Requirements (24 credits)

- BUS 600 Management Communications with Technology Tools (3 credits)
- MGT 601 The Functions of Modern Management (3 credits)

- BUS 610 Organizational Behavior (3 credits)
- BUS 670 Legal Environment (3 credits)
- OMM 615 Strategies: Marketing/Advertising/Public Relations (3 credits)
- OMM 618 Human Resources Management (3 credits)
- OMM 622 Financial Decision-making (3 credits)
- OMM 640 Business Ethics & Social Responsibility (3 credits)

Specialization Requirements (9 credits)

Standard Specialization

- OMM 612 Managing in Social Change (3 credits)
- BUS 644 Operations Management (3 credits)
- OMM 692 Organizational Management Strategy (3 credits)

Global Management Specialization

- BUS 616 International Business (3 credits)
- BUS 606 Global Comparative Management (3 credits)
- BUS 693 Global Business Strategy (3 credits)

Human Resources Management Specialization

- BUS 680 Training & Development (3 credits)
- BUS 681 Compensation & Benefits (3 credits)
- BUS 692 Strategies in Human Resource Management (3 credits)

Media Management Specialization

- BUS 635 Media Markets & System (3 credits)
- BUS 636 Media Management & Innovation (3 credits)
- BUS 699 Media Strategies & Applications (3 credits)

Organizational Leadership Specialization

- BUS 660 Contemporary Issues in Organizational Leadership (3 credits)
- BUS 661 Leading Organizational Change (3 credits)
- BUS 691 Strategies in Organizational Leadership (3 credits)

Project Management Specialization

- BUS 611 Project Planning & Management (3 credits)
- BUS 612 Advanced Project Procurement (3 credits)
- BUS 697 Project Management Strategy (3 credits)

Public Administration Specialization

- PPA 601 Foundations of Public Administration (3 credits)
- PPA 603 Government Budgeting (3 credits)
- PPA 699 Public Policy Development (3 credits)

Supply Chain Management Specialization

- BUS 631 Integrated Supply Chain Management (3 credits)
- BUS 632 Advanced Logistics (3 credits)
- BUS 698 Supply Chain Strategic Management (3 credits)

Graduation Requirements

To be eligible for the Master of Arts in Organizational Management degree, a student must successfully complete the following:

- The approved program consisting of 33 credits; and
- A minimum cumulative grade point average of 3.00 in all coursework attempted at the University.

The degree will be noted on the transcript as a Master of Arts in Organizational Management.

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

Master of Business Administration

Degree Focus

The Master of Business Administration (MBA) program provides a comprehensive learning experience in key areas of business administration. The program emphasizes the interrelationships among the various functional business disciplines and provides a strong foundation in the skills appropriate to analytical management. Students may select one of several specializations to focus study areas. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/omba.

Special Terms and Conditions: Successful completion of this program by itself does not lead to licensure or certification in any state, regardless of concentration or specialization. Students seeking licensure or certification in a particular profession are strongly encouraged to carefully research the requirements prior to enrollment. Requirements may vary by state. Ashford University does

not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification.

Program Outcomes

Master of Business Administration graduates will be able to:

1. Solve managerial problems using critical thinking skills and quantitative analysis;
2. Evaluate the moral and ethical principles practiced in the organizational setting;
3. Analyze the use of managerial and leadership skills used to develop productive teams;
4. Evaluate the influence of internal and external forces within organizations;
5. Research business information to support the decision making process;
6. Assess internal and external communication practices used in business; and
7. Analyze business opportunities and challenges from a global perspective.

Program-Specific Requirements

Students who submit official transcripts indicating that they have earned a Bachelor's degree in Business, Business Administration, Accounting, Finance, Economics or have successfully completed undergraduate coursework in Accounting or Finance with a grade of "C" or higher, or graduate coursework in Accounting or Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 591 Financial Accounting & Analysis.

Students who submit official transcripts indicating that they successfully completed undergraduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "C" or higher or graduate coursework in Statistics, Business Statistics, or Quantitative Methods with a grade of "B" or higher will be exempt from the requirement to take MAT 540 Statistical Concepts for Research.

Core Requirements (33 credits)

- BUS 600 Management Communications with Technology Tools (3 credits)
- BUS 610 Organizational Behavior (3 credits)
- BUS 620 Managerial Marketing (3 credits)
- BUS 670 Legal Environment (3 credits)
- *MAT 540 Statistical Concepts for Research (3 credits)

- *BUS 591 Financial Accounting & Analysis (3 credits)
- BUS 642 Business Research Methods & Tools (3 credits)
- BUS 630 Managerial Accounting (3 credits)
- BUS 640 Managerial Economics (3 credits)
- BUS 650 Managerial Finance (3 credits)
- BUS 644 Operations Management (3 credits)

**Students who waive MAT 540 and BUS 591 are required to take 36 total program credits in order to meet graduation requirements.*

Specialization Requirements (9 credits)

Standard Specialization

- BUS 616 International Business (3 credits)
- INF 620 Management of Information Systems (3 credits)
- BUS 690 Business Strategy (3 credits)

Business Economics Specialization

- BUS 668 Macroeconomics of Financial Markets (3 credits)
- BUS 669 Managerial Economic Analysis (3 credits)
- BUS 689 Market Structure & Firm Strategy (3 credits)

Entrepreneurship Specialization

- BUS 604 New Business Venture Management (3 credits)
- BUS 605 Venture Capital & Private Equity (3 credits)
- BUS 696 Strategic Thinking for Entrepreneurs (3 credits)

Environmental Management Specialization

- BUS 665 Environmental Law & Compliance (3 credits)
- BUS 667 Energy, Environment & Economics (3 credits)
- BUS 688 Business Strategy: The Sustainable Enterprise (3 credits)

Finance Specialization

- BUS 655 Financial Investment Management (3 credits)
- BUS 657 Corporate Managerial Finance (3 credits)
- BUS 694 Finance Capstone Seminar (3 credits)

Global Management Specialization

- BUS 616 International Business (3 credits)
- BUS 606 Global Comparative Management (3 credits)
- BUS 693 Global Business Strategy (3 credits)

Human Resources Management Specialization

- BUS 680 Training & Development (3 credits)
- BUS 681 Compensation & Benefits (3 credits)
- BUS 692 Strategies in Human Resource Management (3 credits)

Information Systems Specialization

- INF 620 Management of Information Systems (3 credits)
- INF 630 Systems Analysis (3 credits)
- INF 690 ISS Capstone Seminar (3 credits)

Marketing Specialization

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

Media Management Specialization

- BUS 635 Media Markets and System (3 credits)
- BUS 636 Media Management and Innovation (3 credits)
- BUS 699 Media Strategies and Applications (3 credits)

Organizational Leadership Specialization

- BUS 660 Contemporary Issues in Organizational Leadership (3 credits)
- BUS 661 Leading Organizational Change (3 credits)
- BUS 691 Strategies in Organizational Leadership (3 credits)

Project Management Specialization

- BUS 611 Project Planning & Management (3 credits)
- BUS 612 Advanced Project Procurement (3 credits)
- BUS 697 Project Management Strategy (3 credits)

Public Administration Specialization

- PPA 601 Foundations of Public Administration (3 credits)
- PPA 603 Government Budgeting (3 credits)
- PPA 699 Public Policy Development (3 credits)

Supply Chain Management Specialization

- BUS 631 Integrated Supply Chain Management (3 credits)
- BUS 632 Advanced Logistics (3 credits)
- BUS 698 Supply Chain Strategic Management (3 credits)

Graduation Requirements

To be eligible for the Master of Business Administration degree, a student must successfully complete the following:

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

The degree will be noted on the transcript as a Master of Business Administration.

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

Master of Public Administration**Degree Focus**

The Master of Public Administration is designed for students with a baccalaureate degree in any academic discipline who seek careers in government management at the federal, state, or local level and in non-profit management. Graduates increase interpersonal and management skills while gaining a wide range of proficiencies in financial management, budgeting, quantitative methods, urban planning/redevelopment, and personnel management. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/ompa.

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

Program Outcomes

Master of Public Administration graduates will be able to:

1. Demonstrate critical thinking skills relevant to public administration contexts;
2. Apply management theory to the practice of public administration;
3. Evaluate the impact of political influences on the public sector decision-making process;
4. Analyze the needs of various stakeholders in the development of public policy;
5. Assess the effectiveness of public administration strategies for dealing with urban planning and redevelopment;
6. Evaluate public administration trends and strategies for financing government operations; and
7. Assess the role and function of public administration in today's multicultural environment.

Program-Specific Requirements

Students who submit official transcripts indicating that they have earned a Bachelor's degree in Business, Business Administration, Accounting, Finance, Economics or have successfully completed undergraduate coursework in Economics, Accounting, and Finance with a grade of "C" or higher or graduate coursework in Economics, Accounting, and Finance with a grade of "B" or higher will be exempt from the requirement to take BUS 599 Introduction to Quantitative Principles.

Course Requirements (36 credits)

- BUS 600 Management Communications with Technology Tools (3 credits)
- BUS 610 Organizational Behavior (3 credits)
- OMM 618 Human Resources Management (3 credits)
- OMM 640 Business Ethics & Social Responsibility (3 credits)
- BUS 660 Contemporary Issues in Organizational Leadership (3 credits)
- *BUS 599 Introduction to Quantitative Principles (3 credits)
- PPA 601 Foundations of Public Administration (3 credits)
- PPA 602 Public Financial Management (3 credits)
- PPA 603 Government Budgeting (3 credits)
- PPA 604 Urban Planning/Redevelopment (3 credits)

- PPA 605 Negotiation, Bargaining & Conflict Management (3 credits)
- PPA 699 Public Policy Development (3 credits)

**Students who waive BUS 599 are required to take 33 total program credits in order to meet graduation requirements.*

Graduation Requirements

To be eligible for the Master of Public Administration degree, a student must successfully complete the following:

- The approved program consisting of 36 credits; and
- A minimum cumulative grade point average of 3.00 in all coursework attempted at the University.

The degree will be noted on the transcript as a Master of Public Administration.

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

College of Education: Graduate Programs and Requirements

Master of Arts in Education

Degree Focus

The Master of Arts in Education is designed to present foundational perspectives in education as well as build expertise by emphasizing various specializations. Its core courses are aligned to program outcomes that define the knowledge, skills, and dispositions that are essential for providing effective and innovative instruction to diverse student populations. Its specializations are comprised of courses students can select based on their personal area of interest and expertise in education. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/omed.

Certification and Licensure Terms and Conditions: An online degree from Ashford University does not lead to immediate teacher licensure in any state. If you want to

become a classroom teacher, contact your state's education authorities prior to enrolling at Ashford to determine what state-specific requirements you must complete before obtaining your teacher's license. Ashford graduates will be subject to additional requirements on a state-by-state basis that will include one or more of the following: student teaching or practicum experience, additional coursework, additional testing, or, if the state requires a specific type of degree to seek alternative certification, earning an additional degree. None of Ashford's online education programs are CAEP, TEAC or NCATE accredited, which is a requirement for certification in some states. Other factors, such as a student's criminal history, may prevent an applicant from obtaining licensure or employment in this field of study. All prospective students are advised to visit the Education Resource Organizations Directory (EROD) and to contact the licensing body of the state where they are licensed or intend to obtain licensure to verify that these courses qualify for teacher certification, endorsement, and/or salary benefits in that state prior to enrolling. Prospective students are also advised to regularly review the state's policies and procedures relating to licensure as those policies are subject to change.

**The Council for the Accreditation of Educator Preparation (CAEP) is the resulting entity from the merger of the Teacher Education Accreditation Council (TEAC) and National Council for Accreditation of Teacher Education (NCATE).*

Alabama Students: Contact the Teacher Education and Certification Division of the Alabama State Department of Education at 334-353-8567 or www.alsde.edu to verify that these programs qualify for teacher certification, endorsement, and/or salary benefits. State authorization to provide a program related to the preparation of teachers or other P-12 school/system personnel does not indicate eligibility for an Alabama certificate. Applicants who complete an educator preparation program at an institution outside of Alabama must apply for an Alabama professional educator or professional leadership certificate through the Alabama Certificate Reciprocity Approach. Current requirements may be found at www.alsde.edu.

Georgia Students: An education degree offered through Ashford University's online modality does not lead to teacher licensure in the state of Georgia. In Georgia, an alternative route to certification is not available.

Hawaii Students: An education degree offered through Ashford University's online modality does not lead to teacher licensure in the state of Hawaii. In Hawaii, an alternative route to certification is not available.

Kentucky Residents: Please be advised that although Ashford University College of Education offers a variety of

programs aimed at preparing potential educators in diverse settings, our K-12 educator preparation programs are NOT accredited in Kentucky by the Education Professional Standards Board and are NOT recognized for initial, additional, or renewal of certification or salary enhancement (rank change) for K-12 educators in Kentucky. For more information, please visit the Education Professional Standards Board's website at <http://www.epsb.ky.gov/certification/outofstate.asp>.

Washington Residents: This program is not intended to lead to teacher certification. Teachers are advised to contact their individual school districts as to whether this program may qualify for salary advancement.

Program Outcomes

Master of Arts in Education graduates will be able to:

1. Design appropriate and challenging learning experiences informed by analysis of how learners develop individually across the cognitive, linguistic, social, emotional, and physical patterns to promote student learning and growth;
2. Employ differentiated instructional practices aligned with learner strengths and differences, diverse cultures, and diverse communities to promote student learning in a safe, collaborative, engaging, inclusive, 21st century learning environment;
3. Design a variety of evidence-based assessments used for ongoing evaluation of student progress, and to guide teacher and learner decision making;
4. Execute an action research study that draws on the research and methods of various disciplines to address local or global educational issues;
5. Design learner-centered instruction aligned with Common Core State Standards, digital age standards (NETS-S), and 21st Century skills to promote learner achievement and growth;
6. Engage in continuous professional growth through leadership in educational environments and the demonstration of legal and ethical behavior in professional practices;
7. Use knowledge of subject matter and central concepts of the discipline(s) to create technology-enriched learning environments that promote learner achievement and innovation;
8. Effectively communicate and collaborate with various stakeholders through written communication, verbal communication, and a variety of current and emerging digital age tools to ensure learner growth and to advance the profession; and

9. Use a range of digital technology tools to research, organize, evaluate, and communicate information while exhibiting an understanding of ethical and legal issues surrounding the use of information technologies.

Core Requirements (24 credits)

Note: Degree-seeking students are required to complete courses in the correct sequence. For this program, the specialization courses may be taken after completion of EDU 620. The last three courses completed as part of this program should be EDU 671, EDU 675, and EDU 695.

- EDU 650 Teaching, Learning and Leading in the 21st Century (3 credits)
- EDU 692 Creativity, Culture, & Global Contexts in Education Decision Making (3 credits) *Prerequisite: EDU 650*
- EDU 673 Instructional Strategies for Differentiated Teaching & Learning (3 credits) *Prerequisite: EDU 650*
- EDU 645 Learning & Assessment for the 21st Century (3 credits) *Prerequisite: EDU 673*
- EDU 620 Meeting Individual Student Needs with Technology (3 credits) *Prerequisite: EDU 673*
- EDU 671 Fundamentals of Educational Research (3 credits) *Prerequisite: EDU 620 or EDU 652*
- EDU 675 Change Leadership for the Differentiated Educational Environment (3 credits) *Prerequisite: EDU 671*
- EDU 695 MAED Capstone (3 credits) *Prerequisite: EDU 675*

Specialization Requirements (12-15 credits)

Child Development Specialization (12 credits)

- ECE 630 Language, Physical & Social Development in Young Children (3 credits)
- ECE 653 Cognitive Development of Infants & Young Children (3 credits)
- ECE 654 Assessment & Intervention in Early Childhood (3 credits)
- ECE 605 Children & Families in a Diverse Society (3 credits)

Curriculum and Instruction Specialization (15 credits)

- EDU 674 Foundations & Trends in Curriculum & Instruction (3 credits)
- EDU 615 Leading the Change Process in Curriculum & Instruction (3 credits)

- EDU 676 Curriculum & Instruction Design for Increased Achievement (3 credits)
- EDU 677 Monitoring & Evaluating Curriculum & Instruction through Systems Thinking (3 credits)
- EDU 678 Seminar in Curriculum & Instruction for Diverse Needs (3 credits)

Early Childhood Education Specialization (12 credits)

- ECE 601 Introduction to Early Childhood Education (3 credits)
- ECE 611 Early Childhood Curriculum & Methods (3 credits)
- ECE 612 Administration of Early Childhood Education (3 credits)
- ECE 625 Family & Community Engagement (3 credits)

English Language Learners Specialization (12 credits)

- EDU 629 Linguistically & Culturally Diverse Learners (3 credits)
- EDU 642 Understanding & Teaching English Language (3 credits)
- EDU 643 Methods, Materials & Technology for Learning a Second Language (3 credits)
- EDU 659 Testing & Assessment for English Language Learners (3 credits)

Exceptional Systems for Revolutionizing Education Specialization (12 credits)

- EDU 596 Creating a Culture of Universal Achievement & Collaboration (3 credits)
- EDU 597 Creating a System of Standards, Assessment, & Data Management (3 credits)
- EDU 598 Creative Interventions & the Success Equation (3 credits)
- EDU 599 Exceptional Leadership - Turning Bold Choices into Results (3 credits)

Family and Community Services Specialization (12 credits)

- EDU 617 School, Family & Community Partnerships (3 credits)
- EDU 635 Community & Youth Development (3 credits)
- EDU 644 Child & Family Welfare (3 credits)
- EDU 647 Families, Community & Diversity (3 credits)

Higher Education Specialization (12 credits)

- EDU 657 History & Philosophy of American Higher Education (3 credits)
- EDU 662 Curriculum & Assessment in Higher Education (3 credits)
- EDU 653 Teaching in Higher Education (3 credits)
- EDU 654 Student Development in Higher Education (3 credits)

Reading Literacy Specialization (12 credits)

- EDU 667 Reading Instruction & Early Intervention (3 credits)
- EDU 668 Reading Comprehension Across the Curriculum (3 credits)
- EDU 608 Children's & Young Adult Literature (3 credits)
- EDU 669 The Reading, Writing Connection (3 credits)

School Leadership in the 21st Century (12 credits)

- EDU 684 Shared Vision of Learning (3 credits)
- EDU 687 Building a Learning-Centered Culture (3 credits)
- EDU 688 Organizational Management for Student Learning (3 credits)
- EDU 689 Personal Ethics & Leadership Capacity (3 credits)

Special Education Specialization (12 credits)

- ESE 631 Survey of the Exceptional Child (3 credits)
- ESE 697 Characteristics of Students with Mild & Moderate Disabilities & Evidenced-Based Strategies for Instruction (3 credits)
- ESE 691 Behavior Management in the Classroom (3 credits)
- ESE 633 Collaborative Relationships & Transition (3 credits)

Graduation Requirements

To be eligible for the Master of Arts in Education degree, a student must successfully complete the following:

- The approved program consisting of 36 credits*; and
- A minimum cumulative grade point average of 3.00 in all coursework attempted at the University.

The degree will be noted on the transcript as a Master of Arts in Education.

*Students enrolled in the Curriculum and Instruction specialization are required to complete 39 total program credits.

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

Master of Arts in Education, Instructional Practice**Degree Focus**

The Master of Arts in Education is designed to present foundational perspectives in education as well as build expertise by emphasizing various specializations. Its core courses are aligned to program outcomes that define the knowledge, skills, and dispositions that are essential for providing effective and innovative instruction to diverse student populations.

The Instructional Practice specialization will provide learners with an opportunity to understand, incorporate, and evaluate pedagogies, methods, and theories applicable to instructional delivery in the K-12 educational settings. This specialization connects learners to TeacherReady®, one of the state of Florida's approved Educator Preparation Programs (EPP) where they can continue to participate, once the degree requirements are met. Students that continue with the state approved EPP will have the opportunity to fulfill the remaining steps on the pathway to earn a teaching credential.

For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/omedip.

The Master of Arts in Education, Instructional Practice specialization program is a result of a partnership with TeacherReady®, an online teacher certification program based in the state of Florida. TeacherReady is Florida-state approved and is the Educator Preparation Institute of the NCATE-accredited Professional Education Unit at the University of West Florida. This program meets the needs of students who are seeking a Master's degree as well as teacher certification in Elementary, Secondary content areas, or Special Education-General. Students will complete seven of the eight TeacherReady lessons while enrolled in Ashford University coursework. Students will pay the Instructional Practice specialization fee for all four specialization courses, which will cover the cost of the seven TeacherReady lessons and additional fees related to the partnership.

Upon completing the requirements of Ashford University's Instructional Practice specialization, students will be