Mission Statement

The mission of Everglades University is to provide quality education to adult learners of diverse backgrounds in a collaborative environment where each individual has the opportunity to achieve personal growth. The University seeks to accomplish its mission by combining small class sizes and innovative programs with traditional academic values. The University supports the academic endeavor and service, to deliver graduate and undergraduate programs both on campus and online.

Philosophy

In today's society, there is a need for a university that offers its students a quality education in an atmosphere of personalized attention. Everglades University's goal is to train the career-minded individual and offer an education that will provide an employable and skilled person. Everglades University graduates will be prepared with the professional skills necessary to meet the needs of our society. Inherent in the goals established for Everglades University holds the belief that the learning process takes place in a variety of ways. For this reason our philosophy privileges flexibility, individualization, and previous knowledge and skills.

Everglades University offers graduate and undergraduate degree programs that will prepare students to enter and advance in their desired fields of study. The faculty of Everglades University believes that instruction is an art as well as a science and is a dynamic process that develops both the skill and the intellect of career-minded individuals.

Everglades University's education is an interactive process. Our graduates will become professionals in their chosen fields and play a critical role in the future economic growth and competitiveness of our society. Everglades University affirms that all members of the academic faculty share the responsibility for establishing, implementing, and evaluating its educational programs. Further, Everglades University believes that members of industry must also participate in this process, and to that end, it has assembled advisory boards comprised of professionals, employers, and educators. It is also the philosophy of Everglades University that an individual shall not be denied admission to any program because of race, color, national origin, handicap, religion, gender, sexual orientation, or marital status.

Goals and Objectives

The following goals are integral to the mission of the University:

1. To continually change, improve, and ensure the effectiveness of the University's programs in preparing students for successful careers.
2. To engage and maintain a competent, qualified faculty that possesses current technical and professional knowledge and experience, engages in ongoing professional development, and has the ability to convey this knowledge to students.
3. To improve students' written and verbal competencies as well as analytical and technical skills prior to graduation.
4. To provide facilities that support educational programs and enable students to develop professional specific skills.
5. To engage and maintain a staff that is caring and provides support for students and meets their educational goals and objectives.
6. To attract qualified students of diverse backgrounds.
7. To provide a collegiate academic atmosphere that encourages open exchange of ideas.
8. To offer comprehensive distance learning programs to more fully meet the educational and training needs of citizens and industry.
9. To engage graduate faculty in activities that improve teaching and learning.
10. To engage in programs and activities that provide community service aligned with the University's mission.
HISTORY OF EVERGLADES UNIVERSITY

In September 1990, American Flyers College (now Everglades University) was founded in Fort Lauderdale, Florida. American Flyers College became a nationally accredited college under the standards of the Accrediting Commission of Career Schools and Colleges of Technology (ACCSCCT) and was licensed by the Florida State Board of Independent Colleges and Universities (SBICU) to award Associate of Science Degrees. In 1997, American Flyers College moved to the Pompano Air Park to better serve its student body. Later in 2000, to better serve the needs of the community, Everglades College added Bachelor of Science Degrees with majors in Business Administration, Information Technology, Applied Management, Aviation Management, and Professional Aviation.

In the fall of 2002, Everglades College became one of the first colleges in the country to offer a Bachelor of Science Degree with a major in Alternative Medicine.

In January 2003, the State of Florida, Department of Education, Commission for Independent Education granted approval to open the Sarasota Branch Campus of Everglades College. In May of 2003, Everglades College received approval to offer Master’s Degrees in Business Administration, Information Technology, and Aviation Science. In December of 2003, Everglades College officially changed its name to Everglades University and also received approval to offer a Bachelor of Science Degree in Aviation Technology.

In April 2004, the Main Campus of Everglades University relocated to Boca Raton, Florida. In August 2004, the State of Florida, Department of Education, Commission for Independent Education granted approval to open the Orlando Branch Campus of Everglades University. In August 2005, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Construction Management.

Effective January 2010, Everglades University was accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award bachelor’s and master’s degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Everglades University.

In January 2011, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Alternative and Renewable Energy Management. Furthermore, in June 2011, Everglades University was granted approval to offer the Master’s Degree in Entrepreneurship.

In September 2011, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Crisis and Disaster Management.

In June 2014, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Land and Energy Management and the Bachelor of Science Degree with a major in Environmental Policy and Management.

In July 2014, Everglades University was granted approval to offer the Master’s Degree in Public Health Administration.

In September 2014, Everglades University was granted approval to open the Off-Campus Instructional Site of the Sarasota Branch Campus, in Tampa, FL.

In October of 2014, Everglades University was granted approval to relocate the Orlando Branch Campus to its new location in Maitland, FL.

In July 2015, Everglades University was granted approval to offer the Bachelor of Science degrees in Surveying Management (for Construction and Roadway), Hospitality Management, and International Business.

In December 2015, the Southern Association of Colleges and Schools Commission on Colleges reaffirmed accreditation for Everglades University for ten years.

In the fall of 2018, Everglades University was granted approval to open the Miami Campus an off-campus instructional site of the Boca Raton Main campus.

ACCREDITATION AND APPROVALS

Everglades University is accredited by the Southern Association of Colleges and Schools, Commission on Colleges (SACS-COC) to award bachelor’s and master’s degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Everglades University.*

Everglades University is a member of the Independent Colleges and Universities of Florida (ICUF). For additional information, please contact ICUF at 542 East Park Avenue, Tallahassee, FL 32301; phone (850) 681-3188 or by fax (850) 681-0057. Additional information regarding this institution may be obtained by contacting the Commission for Independent Education, Florida Department of Education at 325 West Gaines St., Suite 1414, Tallahassee, FL 32399; toll-free (888) 224-6684; fax (850) 245-3234.

This school is authorized under Federal law to enroll nonimmigrant students.

Everglades University is approved for veterans’ training.

* Please note: Normal inquiries about Everglades University, such as admission requirements, financial aid, educational programs, etc., should be directly addressed to Everglades University and not to the Commission’s office. The Commission should be contacted only if there is evidence that appears to support an institution’s significant non-compliance with a requirement or standard.

MEMBERSHIPS

Everglades University holds membership in:

- American Council for Construction Education (ACCE)
- American Library Association (ALA)
- Associated Builders and Contractors: Florida East Coast Chapter, Florida Gulf Coast Chapter, Central Florida Chapter
- Association of College and Research Libraries (ACRL)
- Association of Private Sector Colleges and Universities (APSCU)
- Aviation Accreditation Board International (AABI)
- Broward County Chamber of Commerce
- Career Directors International (CDI)
- Citizens for Clean Energy
- Construction Management Association of America, West Central Florida Chapter
- Economic Development Corporation-Sarasota County
- Florida Airports Council (FAC)
- Florida Association of Bursars and Student Accounting Administrators (FABSA)
- Florida Association of Postsecondary Schools and Colleges (FAPSC)
- The Greater Boca Raton Chamber of Commerce
- Florida Association of Student Financial Aid Administrators
- Florida Career Professionals Association
- Florida Health Sciences Library Association (FHSAL)
- Florida Library Association (FLA)
- Gulf Coast Builders Exchange
- Human Resource Association of Broward County
- Independent Colleges and Universities of Florida (ICUF)
- Lakewood Ranch Business Alliance
- Manatee Chamber of Commerce
- NAFSA: Association of International Educators
- National Association of Colleges and Employers
- National Business Aviation Association (NBAA)
- Northeast Florida Library Information Network (NEFLIN)
- Orlando Regional Chamber of Commerce
- Seminole County Regional Chamber of Commerce
- Society of Human Resource Management
- Southeast Florida Library Information Network (SEFLIN)
- Southern Association of Colleges and Employers
- Tampa Bay Library Consortium (TBLC)
ARTICULATION AGREEMENTS

Everglades University maintains articulation agreements with various institutions of higher learning. In an effort to make the transition from institutions as effortless as possible, Everglades University maintains articulation agreements with the following institutions:

- Aeromis Flight Academy
- Atlantic Institute of Oriental Medicine (ATOM)
- Aerial College of Aeronautical Science and Technology
- Bassett University
- Broward College
- Europe-American Aviation
- Gulfstream Training Academy
- Keiser University
- Keiser University, College of Chiropractic
- Lake Erie College of Osteopathic Medicine (LECOM) - Early Acceptance Program for College of Dentistry
- Life University
- National Labor College
- Palmer College of Chiropractic
- Parker University
- Pennsylvania Highlands Community College
- Sherman College of Chiropractic
- State College of Florida: Manatee-Sarasota
- St. Thomas University
- University of Bridgeport
- University Aviation Association (UAA)
- U.S. Green Building Council (USGBC)
- Winter Park Chamber of Commerce

Please contact your Dean of Academic Affairs or Associate Dean for additional information. Everglades University is an official U.S. Green Building Council (USGBC) Education Partner. Through its partnership with USGBC and Pearson Education, Everglades University has access to content and resources that make sustainability integral to our curriculum. These enhancements provide opportunities for Everglades University students to prepare for careers in the sustainability field, such as the LEED Green AP certification.

ADVISORY COMMITTEES

In an effort to meet the changing requirements of the industry, Everglades University seeks the advice of industry and educational representatives. Everglades University’s Advisory Committees represent the Aviation, Business, Construction Management, Alternative and Renewable Energy Management, Crisis and Disaster Management, Entrepreneurship, and Allied Health industries. Every effort is made to incorporate the advice received from the Advisory Committees to constantly modify, update, or add to the curriculum to ensure it remains relevant and dynamic.

GOVERNANCE

Everglades University is a not-for-profit 501 (c) (3) corporation incorporated in the State of Florida. Everglades University is managed and controlled by the Everglades University Board of Trustees, which is the legal entity responsible for policy and procedure promulgation, review, and amendment.

BOARD OF TRUSTEES

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Role</th>
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<tbody>
<tr>
<td>Gregg Wallick, MBA</td>
<td>Chair of the Board, President/Owner On Rite Company, Inc</td>
</tr>
<tr>
<td>Tom Foster, MS</td>
<td>President, ComputeNex Corporation</td>
</tr>
<tr>
<td>Maria C. Kondracki, MBA</td>
<td>President, Strategic Planning, Inc.</td>
</tr>
<tr>
<td>Anita Harrow, PhD</td>
<td>Author</td>
</tr>
<tr>
<td>Bill Kent, MBA</td>
<td>President/Owner, Team Horner Group</td>
</tr>
<tr>
<td>Craig Perry, BS</td>
<td>President/CEO, Centerline Homes</td>
</tr>
<tr>
<td>Lillian “Thea” Scott</td>
<td>Dental Practice Management, LLC</td>
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<tr>
<td>Andrew Wright</td>
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OFFICE OF THE PRESIDENT

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<tr>
<th>Name</th>
<th>Title/Role</th>
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</thead>
<tbody>
<tr>
<td>Kristi L. Mollis, MBA</td>
<td>President/CEO, Vice President of Academic Affairs</td>
</tr>
<tr>
<td>David Smith, MA</td>
<td>Curriculum Developer</td>
</tr>
<tr>
<td>Seeta Singh-Moonilall, ME</td>
<td>Regional Director of Financial Aid</td>
</tr>
<tr>
<td>Ryan Heintz, MM</td>
<td>Regional Director of Enrollment Management</td>
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CAMPUS

The Boca Raton Campus of Everglades University is located in Boca Raton, which is conveniently accessed by both the Palm Beach and Broward business communities. The Online Division of Everglades University is located on the second floor of the Boca Raton Campus. The university building encompasses over 37,000 square feet of air-conditioned and well-lit offices, classrooms, computer labs, a library and student lounge. The University provides ample free parking and is easy to get to by I-95, Tri-Rail, and public bus service. All equipment used at the University is compatible with industry standards and effectively meets the program objectives of the students.

The Sarasota Branch Campus of Everglades University is located in a spacious three-story building just off I-75 and University Parkway in Sarasota’s Lakewood Ranch district. The campus is approximately 43,000 square feet. This includes well-lit offices, classrooms, a spacious library, two computer labs, a student success lab, and two student lounges. The Sarasota campus has installed a number of energy-saving devices on and around the campus thanks in part to funding from Florida Power & Light (FPL), which helped to defray the cost of the project. The campus now has two solar trees, which Smart cars can plug into and recharge. There are also multiple rows of solar panels on the roof, as well as a wind turbine at the southwest corner of the campus, in order to help decrease the campuses’ dependency on traditional energy sources. With assistance of additional funding from Florida Power & Light (FPL), Phase II was recently completed to expand the solar project to include a teaching lab. This lab includes several different solar technologies with an outside covered area for holding classes where students may research the efficiency and reliability of different technologies in Florida’s unique climate. The University hopes to share their resources and knowledge by hosting local schools’ educational field trips and community seminars to expose students to green career pathways and demonstrate green building/clean energy. The campus is surrounded by a beautiful landscape of more than 20 acres bordered by Lake Osprey (a protected nature preserve and bird sanctuary).

The Tampa off-campus instructional site of the Sarasota Branch Campus is located on Memorial Highway in a 31,000 square feet facility, in a three-story building, and has ample free parking. The school is conveniently positioned nearby the Tampa International Airport and Veteran’s Expressway. Located close to Tampa Bay, the campus is easily accessible from the Saint Petersburg/Clearwater area and just minutes from some of the area’s best attractions including Busch Gardens, The Lowry Park Zoo, Historic Ybor City, and Downtown Tampa. In addition, the Tampa off-campus instructional site offers a library, a computer lab, student lounge, bookstore, 17 well-lit classrooms, 3 laboratories, and 15 offices. All equipment used at the University is compatible with industry standards and effectively meets the objectives of the programs.

The Orlando Branch Campus of Everglades University is located in a spacious 28,000 square-foot building on Trafalgar Court, Maitland, Florida. The facility houses well-lit offices, classrooms, a computer lab, a library, faculty lounge and a student lounge. The campus is conveniently located close to I-4, the SunRail Station via Neighborlink shuttle service, Orlando International Airport, Altamonte Mall, and Florida Hospital.

The Miami off-campus instructional site is located just off the Florida Turnpike and Kendall Drive on Mills Drive in a spacious 24,404 beautifully remodeled facility located at the Palms at Town and Country shopping district and restaurant center. The facility features a bookstore, student lounge with an outdoor patio eating area, library, administrative offices, computer lab, and stadium seating classrooms with wireless technology. The Miami Campus
is conveniently located to the Miami International Airport and also easily accessible from both Broward County as well as Monroe County. Miami is a major center, and a leader in finance, commerce, culture, media, entertainment, the arts, and international trade. In 2012, Miami was classified as an “Alpha –” level world city in the World Cities Study Group’s inventory. Miami is nicknamed the “Capital of Latin America” and is the largest city with a Cuban-American plurality.

THE QUALITY ENHANCEMENT PLAN: “WRITING FOR THE MAJOR”

As part of its efforts to provide continuous quality improvement in its educational programs, Everglades University is currently implementing its Quality Enhancement Plan (QEP). Not only is the QEP required for reaffirmation of accreditation, it also provides a unique opportunity for the entire University community to share a single goal to improve student learning.

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) describes the QEP as “an opportunity for the institution to enhance overall institutional quality and effectiveness by focusing on an issue or issues the institution considers important to improving student learning.” To this end, Everglades University has reviewed the data gathered by its annual assessment processes. Everglades University has also interviewed and surveyed members of the University community, including students, faculty, staff, members of the Program Advisory Committee, and employers of graduates. The information gathered from these efforts has resulted in Everglades University’s focus for the QEP: “Writing for the Major.”

Recognizing that the ability to write in the context of one’s field of study or chosen career is an indispensable and highly valued skill, Everglades University has embedded writing assignments within key courses throughout its programs. Assessment data provided by student responses to these writing assignments will allow the University to identify development and enrichment opportunities to students and faculty, creating a collaborative network that emphasizes and supports writing for the major. This network of efforts will gradually expand across all courses in all programs, creating a widespread, sustainable, and deeply ingrained culture of using writing as an increasingly effective teaching tool for faculty and learning tool for students.

EVERGLADES UNIVERSITY LIBRARY

Everglades University has 4 campus libraries, each with significant holdings and under the care of a professional librarian. The library has a comprehensive electronic collection that is available to online and on campus students, faculty, and staff. All libraries are members of various library networks and consortia, which provide students and faculty with access to virtually limitless information. Library policies and procedures are tailored towards the particular needs of students and faculty.

The Everglades University Boca Raton Main Campus Library serves as a central support for the faculty and students of the University. The library maintains convenient hours for its users and provides a collection of print and electronic resources. Students have access to computer workstations with Internet access and Microsoft Office applications, free printing, a photocopier, TVs with DVD/VCR combination stations, wireless access, a flight simulator, and study tables. A computer lab adjacent to the library houses computers connected to the campus network. All students will have instruction using the various resources and may seek reference assistance from the librarians. Students and faculty have cooperative borrowing privileges offered through the library cooperative SEFLIN (Southeast Florida Library Information Network).

The Everglades University Seattle Branch Campus Library collection also includes books, audiovisual materials, serials, and access to online resources. The library provides computer workstations, TVs and DVD/VCR combination stations, free printing, a photocopier, and wireless access. Students and faculty have interlibrary loan privileges offered through the library cooperative TBLC (Tampa Bay Library Consortium).

The Everglades University Sarasota Branch Campus Library is a shared facility with Keiser University’s Sarasota Campus and jointly offers resources for users of both institutions. The Sarasota campus library collection contains resources significant to the programs offered, both print and electronic. The library provides computer workstations, free printing, a photocopier, wireless access, study tables, and a comfortable seating lounge area. Students and faculty have interlibrary loan privileges offered through the library cooperative TBLC (Tampa Bay Library Consortium).

The Everglades University Orlando Branch Campus Library collection includes books, audiovisual materials, serials, and access to online resources. The library provides computer workstations, TVs and DVD/VCR combination stations, free printing, a photocopier, wireless access and a comfortable seating lounge. Students and faculty have interlibrary loan privileges offered through the library cooperative NEFLIN (Northeast Florida Library Information Network).

ON CAMPUS RESOURCES

- Computer and audiovisual resources
- Flight simulator
- Full-time librarians
- Interlibrary loan
- Internet access on all computers
- Microsoft Office applications (Word, Excel, PowerPoint, and Access)
- Newspapers: Wall Street Journal, USA Today, South Florida Business Journal, local dailies
- Periodicals
- Print collections at each campus
- Reference materials Southeast Florida Library Information Network (SEFLIN) Associate Member
- Tampa Bay Library Consortium (TBLC)
- Wireless access, free computer printing, coin-operated photocopier

ELECTRONIC LIBRARY RESOURCES

- Aviation Week Intelligence Network, Building Green Suite, Construction Criteria Base, ebrary (electronic book collection)
- Gale Virtual Reference Library
- Informe EU (Spanish Language)
- LIRN (Library Information Resources Network)
- Natural Medicines Professional Databases
- Salem Health
- Salem History
- Westlaw (Librarian Access)

ADMINISTRATIVE HOURS OF OPERATION

The administrative and library hours at some campuses are extended for the convenience of the student body. Please contact the campus for more information.

- Monday- 8:30 a.m. to 8:00 p.m.
- Tuesday- 8:30 a.m. to 8:00 p.m.
- Wednesday- 8:30 a.m. to 8:00 p.m.
- Thursday- 8:30 a.m. to 8:00 p.m.
- Friday- 8:30 a.m. to 5:00 p.m.
- Saturday- 9:00 a.m. to 5:00 p.m.
- Sunday- Closed

AMERICANS WITH DISABILITIES ACT

Everglades University complies with the Rehabilitation Act of 1973 (Section 504) requiring that no qualified handicapped person will be excluded by reason of the handicap from enrolling in a course of instruction. Students wishing to avail themselves of special adjustments/accommodations under the Americans with Disabilities Act must disclose special needs at time of enrollment or at any time during enrollment. Accordingly, every effort is made to make reasonable adjustments/accommodations. Certain programs may require manual dexterity. Please consult campus Admissions Offices for further information.
The Rehabilitation Act of 1973 (Section 504) and the Americans with Disabilities Act (ADA) of 1990 state that qualified students with disabilities who meet the technical and academic standards at Everglades University may be entitled to reasonable accommodations. Under these laws a disability is defined as any physical or mental impairment which substantially limits a major life activity. To this end, Everglades University is committed to providing equal access to education by removing unnecessary barriers to enhance each student’s ability to demonstrate his or her academic abilities. The Americans with Disabilities Act of 1990 (ADA) reinforced the provisions of the Rehabilitation Act and extended coverage to the private sector with the extension of access into all aspects of campus life, including communications and other privileges and advantages by requiring that all public facilities, services and communications be accessible to persons with disabilities and that auxiliary aids and services be provided unless such provisions place an undue hardship (defined as significantly difficult or expensive) upon an institution.

For physically challenged students, Everglades University campuses are either located on ground level or have appropriate elevator service with ramps and designated parking to facilitate easy entry. Restrooms are equipped with wide doorways and bars to ensure wheelchair accessibility.

The following individual is Everglades University’s Section 504 Coordinator: Jared Bezet, Vice President of Academic Affairs, Everglades University, 5002 T-Rex Avenue, Suite 100, Boca Raton, FL 33431; Telephone (561) 912-1211; Toll-free (888) 772-6077; Fax (561) 912-1191; Email: jbezet@EvergladesUniversity.edu

EQUAL OPPORTUNITY STATEMENT

Everglades University admits students of any race, color, and national or ethnic origin. The University’s policy of equal opportunity employment and affirmative action, consistent with Federal policy, is that no person shall, on the grounds of race, creed, color, handicap, national origin, sex, age, political affiliation, sexual orientation, marital status, or belief, be excluded from any training, be denied the benefit of, or be subjected to discrimination in any hiring practice or activity at the University.

STUDENT BODY DIVERSITY

Annually the University updates and reports the diversity of its student body to the Integrated Postsecondary Education Data System (IPEDS). For additional information please visit http://nces.ed.gov/ipeds/

CATALOG

Everglades University’s catalog is published yearly (or more frequently as required) and contains information about the degrees, administrative policies, financial assistance programs, and the University’s academic calendar. At the time of printing, this catalog reflected the current policies and requirements. However, prospective and current students should verify the policies and requirements with admissions counselor or with the University President or Vice President. Students enrolled under a program which has been modified effective with the publication of this catalog may continue under the previously published catalog if appropriate courses are still available.

Everglades University reserves the right to change regulations, policies, fees, and calendars, and to revise curricula as deemed necessary. Everglades University reserves the right to increase the cost per credit hour on an annual basis. Since the information herein is subject to change, this catalog should not be considered a contract between Everglades University and the student. Students must be familiar with the requirements and policies which they are expected to follow during their course of study. Everglades University will disclose to its enrolled and prospective students any plans for modifying academic programs and all policy changes via a catalog addendum, which is available on the University website and at all campus locations. Students can contact the campus administration for additional information.

UNDERGRADUATE PROGRAMS OF STUDY

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN ALTERNATIVE MEDICINE

The Bachelor of Science Degree with a major in Alternative Medicine will prepare freshman students for entry-level careers in the alternative medicine environment such as chiropractic, acupuncture, physical therapy, rehabilitation, hospitals, wellness centers, and spas. Students entering this program with previous vocational or technical training, or with an Associate’s Degree, will gain the knowledge necessary for advancement in the alternative medicine environment.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN ALTERNATIVE MEDICINE DESCRIPTION:

The curriculum is designed to allow the student to gain the knowledge necessary to work in the alternative medicine environment. The degree will enable students to incorporate a holistic approach into their careers and be successful in a variety of industries such as healthcare, sports, rehabilitation, management, spas, leisure and the beauty industries. This degree requires no Externship/Internship and no licensing or certifications will be awarded.

PROGRAM OBJECTIVES:

Everglades University’s Bachelor of Science Degree with a major in Alternative Medicine program provides alternative medicine major courses combined with general education courses. The program enables the graduate to analyze and communicate the integration of the mind, body, and spirit within the healthcare environment by encompassing several disciplines of study such as physical medicine, integrative wellness techniques, and nutrition.

PROGRAM OUTLINE:

To receive a Bachelor of Science Degree with a major in Alternative Medicine, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE ALTERNATIVE MEDICINE COURSES:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

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<thead>
<tr>
<th>ENGLISH (6 CREDIT HOURS)</th>
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<tbody>
<tr>
<td>ENC 1101 English Composition I</td>
<td>3 credits</td>
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<tr>
<td>ENC 2102 English Composition II</td>
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<thead>
<tr>
<th>COMPUTER (3 credits)</th>
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<tbody>
<tr>
<td>CGS 1060C Introduction to Computer Applications</td>
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<tr>
<th>COMMUNICATIONS (3 credits)</th>
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<tbody>
<tr>
<td>SPC 1017 Speech</td>
<td>3 credits</td>
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<tr>
<th>HUMANITIES/FINE ARTS (3 credits)</th>
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<tbody>
<tr>
<td>AML 1000 American Literature</td>
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<th>MATH (6 CREDIT HOURS)</th>
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<tbody>
<tr>
<td>MAC 1105 College Algebra</td>
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<tr>
<td>MGF 2106 College Math (or Math courses equivalent or higher)</td>
<td>3 credits</td>
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<tr>
<th>SOCIAL SCIENCE (3 credits)</th>
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<tbody>
<tr>
<td>POS 1041 Political Science</td>
<td>3 credits</td>
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</table>
## Natural Science (3 credits)
- HUN 1201 Fundamentals of Nutrition 3 credits

## Behavioral Science (3 credits)
- PSY 1012 Introduction to Psychology 3 credits

## Lower Division Required Courses (18 Credit Hours)
- HSC 1100 Introduction to Health and Wellness Systems 3 credits
- BCN 1014 Introduction to Sustainability 3 credits
- BSC 1005 General Biology 3 credits
- BSC 1085 Anatomy and Physiology 3 credits
- BSC 2086 Advanced Anatomy and Physiology 3 credits
- HSC 2732 Introduction to Understanding Clinical Research 3 credits

## Interdisciplinary Studies* (21 Credit Hours)
- IDS 1021 Interdisciplinary Study I 3 credits
- IDS 1022 Interdisciplinary Study II 3 credits
- IDS 1023 Interdisciplinary Study III 3 credits
- IDS 1024 Interdisciplinary Study IV 3 credits
- IDS 1025 Interdisciplinary Study V 3 credits
- IDS 1026 Interdisciplinary Study VI 3 credits
- IDS 1027 Interdisciplinary Study VII 3 credits

### (or)

## Choose Alternative Medicine Track (21 Credit Hours)
- CLP 2180 Stress Reduction and Relaxation 3 credits
- HSC 2162 Men's Health 3 credits
- HSC 1619 Exercise Science and Sports 3 credits
- HSC 2173 Women's Health 3 credits
- HSC 2651 Clinical Decision Making 3 credits
- HSC 1000 Introduction to Integrated Health Science 3 credits
- HSC 2105 The Meaning of Health 3 credits

### (or)

## Choose Science Track (21 Credit Hours)
- BSC 2006 Advanced Biology 3 credits
- CHM 1020 General Chemistry 3 credits
- CHM 1020L General Chemistry Lab 1 credit
- CHM 2021 Advanced Chemistry 3 credits
- CHM 2021L Advanced Chemistry Lab 1 credit
- CHM 2210 Organic Chemistry I 3 credits
- CHM 2210L Organic Chemistry Lab I 1 credit
- CHM 2211 Organic Chemistry II 3 credits
- PHY 1001 General Physics 3 credits

* The IDS courses allow credit for appropriate prior learning. Allied Health, Natural Science, Physical Science, and Health Services Administration are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

## Upper Division Required Courses (54 Credit Hours)
- HSC 3182 Naturopathy 3 credits
- HUN 3205 Dietary Influences on Health and Disease 3 credits
- HSC 3613 Manual Therapies: Massage, Reflexology, and Acupressure 3 credits
- HSC 3617 Introduction to Chiropractic 3 credits
- HSC 3187 Traditional Chinese Medicine 3 credits
- CLP 3314 Health Psychology 3 credits
- HUN 3381 Botany and Herbs 3 credits
- HUN 3472 Nutrition and Aging 3 credits
- HSC 3189 Alternative Approaches to Disease 3 credits
- HSC 3186 Introduction to Homeopathy 3 credits
- HSC 4123 Principles of Acupuncture 3 credits
- HUN 4382 The Herbal Medicine Chest 3 credits
- HSC 4191 Ayurvedic Medicine 3 credits
- HSC 4188 Detoxification and Healing 3 credits
- HSC 4191 Ayurvedic Medicine 3 credits
- HSC 4188 Detoxification and Healing 3 credits
- HSC 4191 Ayurvedic Medicine 3 credits
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatcher Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:
The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credits as described below. The length of the program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
- ENC 1101 English Composition I 3 credits
- ENC 2102 English Composition II 3 credits

MATH (6 CREDIT HOURS)
- MAC 1105 College Algebra 3 credits
- MGF 2106 College Math (or Math courses equivalent or higher) 3 credits

COMPUTER (3 credits)
- CGS 1060C Introduction to Computer Applications 3 credits

HUMANITIES/FINE ARTS (3 credits)
- AML 1000 American Literature 3 credits

COMMUNICATIONS (3 credits)
- SPC 1017 Speech 3 credits

BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)
- PSY 1012 Introduction to Psychology 3 credits
- MGT 1041 Political Science 3 credits

NATURAL SCIENCE (3 credits)
- HUN 1201 Fundamentals of Nutrition 3 credits

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)
- IDS 1021 Interdisciplinary Study 1 3 credits
- IDS 1022 Interdisciplinary Study 2 3 credits
- IDS 1023 Interdisciplinary Study 3 3 credits
- IDS 1024 Interdisciplinary Study 4 3 credits
- IDS 1025 Interdisciplinary Study 5 3 credits
- IDS 1026 Interdisciplinary Study 6 3 credits
- IDS 1027 Interdisciplinary Study 7 3 credits

**OR**
- AVM 2120 Air Cargo 3 credits
- AVM 2301 General Aviation Marketing Management 3 credits
- MAN 4602 International Business 3 credits
- MAN 4633 Global Strategy and Policy 3 credits
- ASC 2310 Federal Aviation Regulations 3 credits
- AVM 3443 Airport Security 3 credits
- AVM 1440 Aviation and Airport Security 3 credits

LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)
- ASC 1010 History of Aviation 3 credits
- ASC 1100 Introduction to Aeronautics 3 credits
- ASC 2320 Aviation Law and Regulations 3 credits
- BCN 1014 Introduction to Sustainability 3 credits

ELECTIVE COURSES (18 CREDIT HOURS- AT LEAST 12 CREDITS OF UPPER DIVISION COURSES)
- AVM 2002 Introduction to Aviation Security 3 credits
- ATT 2820 Air Traffic Control 3 credits
- AVM 3411 Airport Management 3 credits
- ASC 3551 Aerodynamics 3 credits
- AVM 4470 Aviation Maintenance Management 3 credits
- AVM 4675 Aviation Safety Programs 3 credits

UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)
- AVM 3516 Airline Management 3 credits
- AVM 3342 Aviation Insurance and Risk Management 3 credits
- AVM 3110 FBO and Flight School Management 3 credits
- AVM 4530 Corporate Aviation Operations 3 credits
- AVM 4630 Aviation Labor Relations 3 credits
- AVS 3472 Aviation Human Factors 3 credits
- ASC 4050 Introduction to Space 3 credits
- MAN 3065 Business Ethics 3 credits
- AVM 4451 Airport Planning 3 credits
- ASC 3871 Aviation Safety 3 credits
- AVM 3516 Airline Management 3 credits
- AVM 3342 Aviation Insurance and Risk Management 3 credits
- AVM 3110 FBO and Flight School Management 3 credits
- AVM 4530 Corporate Aviation Operations 3 credits
- AVM 4630 Aviation Labor Relations 3 credits
- AVS 3472 Aviation Human Factors 3 credits
- ASC 4050 Introduction to Space 3 credits
- MAN 3065 Business Ethics 3 credits
- AVM 4451 Airport Planning 3 credits
- ASC 3871 Aviation Safety 3 credits
- GEB 3934 Critical Thinking in Business 3 credits
- ENC 3213 Writing for Managers 3 credits
- MAN 4583 Project Management 3 credits
- AVM 4914 Aviation Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE
with a Concentration in Airport Operations Management
The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:
The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

CONCENTRATION DESCRIPTION:
The Concentration in Airport Operations Management combines elements of management and a strong aviation foundation and is designed for those individuals wishing to work at airports for commercial airlines, corporate flight departments, cargo operations or for the airport authority.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates’ use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, and operations, as well as specific skills and knowledge based on their selected concentration.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credits as described below. The length of the program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)
ENGLISH (6 CREDIT HOURS)
ENC 1101 English Composition I 3 credits
ENC 2102 English Composition II 3 credits
MATH (6 CREDIT HOURS)
MAC 1105 College Algebra 3 credits
MGF 2106 College Math (or Math courses equivalent or higher) 3 credits
COMPUTER (3 credits)
CGS 1060C Introduction to Computer Applications 3 credits
HUMANITIES/FINE ARTS (3 credits)
AML 1000 American Literature 3 credits
The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Only those students holding an FAA Airframe, FAA Powerplant or an FAA A&P certificate may enroll in this degree program. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:**

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

**CONCENTRATION DESCRIPTION:**

The Concentration in Aviation Maintenance Management is designed for individuals holding Airframe/Powerplant credentials intending to work within the various maintenance career paths in the aviation industry. This Concentration enables those individuals to capitalize on their FAA certifications in completing an academic degree in the maintenance field.

**PROGRAM OBJECTIVES:**

The Bachelor of Science Degree with a major in Aviation/Aerospace includes communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

**PROGRAM OUTLINE:**

To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credits as described below. The length of the program is approximately 41 months (this will vary if a student transfers in credits).

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:**

### GENERAL EDUCATION COURSES (30 CREDIT HOURS)

- **ENGLISH (6 CREDIT HOURS)**
  - ENC 1101 English Composition I 3 credits
  - ENC 2102 English Composition II 3 credits

- **MATH (6 CREDIT HOURS)**
  - MAC 1105 College Algebra 3 credits
  - MGF 2106 College Math (or Math courses equivalent or higher) 3 credits

- **COMPUTER (3 credits)**
  - CGS 1060C Introduction to Computer Applications 3 credits

- **HUMANITIES/FINE ARTS (3 credits)**
  - AML 1000 American Literature 3 credits

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE** 123 CREDITS

"Had it not been for this education, I would have never gotten the start I needed in Aviation."

— Benjamin Descartes

Aviation Technology Graduate, 2015
"All my instructors contributed to my student journey but Professor Cyrus influenced me the most by showing me the multiple doors aviation has to offer."

– Giancarlo Talavera
Aviation Management Graduate, 2015
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE
with a Concentration in Aviation Safety

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:
The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

CONCENTRATION DESCRIPTION:
The Concentration in Aviation Safety is designed for individuals who wish to gain a solid foundation of aviation-specific knowledge and further focus on the specialized safety factors involved in various aspects of the Aviation industry.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credits as described below. The length of the program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
- ENC 1101 English Composition I 3 credits
- ENC 2102 English Composition II 3 credits

MATH (6 CREDIT HOURS)
- MAC 1105 College Algebra 3 credits
- MGF 2106 College Math (or Math courses equivalent or higher) 3 credits

COMPUTER (3 credits)
- CGS 1060C Introduction to Computer Applications 3 credits

HUMANITIES/FINE ARTS (3 credits)
- AML 1000 American Literature 3 credits

COMMUNICATIONS (3 credits)
- SPC 1017 Speech 3 credits

BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)
- PSY 1012 Introduction to Psychology 3 credits
- POS 1041 Political Science 3 credits

NATURAL SCIENCE (3 credits)
- HUN 1201 Fundamentals of Nutrition 3 credits

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)
- IDS 1021 Interdisciplinary Study 1 3 credits
- IDS 1022 Interdisciplinary Study 2 3 credits
- IDS 1023 Interdisciplinary Study 3 3 credits
- IDS 1024 Interdisciplinary Study 4 3 credits
- IDS 1025 Interdisciplinary Study 5 3 credits
- IDS 1026 Interdisciplinary Study 6 3 credits
- IDS 1027 Interdisciplinary Study 7 3 credits

(OR)
- AVM 2120 Air Cargo 3 credits
- ASC 4447 National Security Issues and Terrorism 3 credits
- AVM 3411 Airport Management 3 credits
- AVM 3471 Physiology of Flight 3 credits
- AVM 2002 Introduction to Aviation Security 3 credits
- AVM 1440 Aviation and Airport Security 3 credits
- ASC 3211 Aviation Meteorology 3 credits
- ASC 3471 Physiology of Flight 3 credits
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE with a Concentration in Aviation Security

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:
The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

CONCENTRATION DESCRIPTION:
The Concentration in Aviation Security is designed for individuals seeking a degree focused on detection, response, and prevention of tactics and practices within aviation which may result in loss of life and property and disrupt the safe flow of passengers and cargo.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credits as described below. The length of the program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)
- ENGLISH (6 CREDIT HOURS)
  - ENC 1101 English Composition I 3 credits
  - ENC 2102 English Composition II 3 credits
- MATH (6 CREDIT HOURS)
  - MAC 1105 College Algebra 3 credits
- COMPUTER (3 credits)
  - CGS 1060C Introduction to Computer Applications 3 credits
- HUMANITIES/FINE ARTS (3 credits)
  - AML 1000 American Literature 3 credits

LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)
- ASC 1010 History of Aviation 3 credits
- ASC 1100 Introduction to Aeronautics 3 credits
- ASC 2320 Aviation Law and Regulations 3 credits
- BCN 1014 Introduction to Sustainability 3 credits

AVIATION SAFETY CONCENTRATION COURSES (18 CREDIT HOURS)
- ASC 2310 Federal Aviation Regulations 3 credits
- ATT 2820 Air Traffic Control 3 credits
- AVM 4675 Aviation Safety Programs 3 credits
- PAD 3370 Emergency Preparedness and Response 3 credits
- PAD 3391 Introduction to Crisis and Disaster Management 3 credits
- PAD 4374 Terrorism and Homeland Security 3 credits

UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)
- AVM 3516 Airline Management 3 credits
- AVM 3240 Aviation Insurance and Risk Management 3 credits
- AVM 3110 FBO and Flight School Management 3 credits
- AVM 4530 Corporate Aviation Operations 3 credits
- AVM 4630 Aviation Labor Relations 3 credits
- AVS 3472 Aviation Human Factors 3 credits
- ASC 4050 Introduction to Space 3 credits
- MAN 3065 Business Ethics 3 credits
- AVM 4451 Airport Planning 3 credits
- ASC 3871 Aviation Safety 3 credits
- GEB 3934 Critical Thinking in Business 3 credits
- ENC 3123 Writing for Managers 3 credits
- MAN 4583 Project Management 3 credits
- AVM 4914 Aviation Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

“I just completed my Bachelors and Masters in Aviation 100% online at EU and I’m working full-time as a Learjet pilot with a family of three children. Definitely the best option out there.”

– J Michael Jeswald
Bachelor and Master in Aviation Graduate, 2015
The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>ASC 1010</td>
<td>History of Aviation</td>
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<tr>
<td>ASC 1100</td>
<td>Introduction to Aeronautics</td>
<td>3</td>
</tr>
<tr>
<td>ASC 2320</td>
<td>Aviation Law and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>BCN 1014</td>
<td>Introduction to Sustainability</td>
<td>3</td>
</tr>
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AVIATION SECURITY CONCENTRATION COURSES (18 CREDIT HOURS)

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<tr>
<th>Course</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>AVM 2002</td>
<td>Introduction to Aviation Security</td>
<td>3</td>
</tr>
<tr>
<td>AVM 3443</td>
<td>Airport Security</td>
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<tr>
<td>ASC 3035</td>
<td>Corporate Security</td>
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<tr>
<td>AVM 4447</td>
<td>National Security Issues and Terrorism</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4446</td>
<td>Counterterrorism and Aviation</td>
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<tr>
<td>AVM 1440</td>
<td>Aviation and Airport Security</td>
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UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)

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<th>Course</th>
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<th>Credits</th>
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<td>AVM 3516</td>
<td>Airline Management</td>
<td>3</td>
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<tr>
<td>AVM 3240</td>
<td>Aviation Insurance and Risk Management</td>
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<td>FBO and Flight School Management</td>
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<td>AVM 4530</td>
<td>Corporate Aviation Operations</td>
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<td>Aviation Labor Relations</td>
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<td>AVS 3472</td>
<td>Aviation Human Factors</td>
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<td>ASC 4050</td>
<td>Introduction to Space</td>
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<tr>
<td>MAN 3065</td>
<td>Business Ethics</td>
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<td>AVM 4451</td>
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<td>ASC 3871</td>
<td>Aviation Safety</td>
<td>3</td>
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<td>GEB 3934</td>
<td>Critical Thinking in Business</td>
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<td>ENC 3213</td>
<td>Writing for Managers</td>
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<td>MAN 4583</td>
<td>Project Management</td>
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<tr>
<td>AVM 4914</td>
<td>Aviation Capstone Course</td>
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</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

"I was looking for a Master's program where I could take it with minimum impact to my busy working day as a Program Manager. Signing up was easy and painless. I highly recommend Everglades University to anyone who is looking to progress further in their career field. The instructors are professionals in the field of study with helpful guidance to help you achieve your goals."

– Carlos Howard
Master in Aviation Science Graduate, 2015

COMMUNICATIONS (3 credits)

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<tr>
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<td>SPC 1017</td>
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BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)

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<td>POS 1041</td>
<td>Political Science</td>
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NATURAL SCIENCE (3 credits)

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<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
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INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

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<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
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<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
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<td>Interdisciplinary Study 2</td>
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<tr>
<td>ATT 2820</td>
<td>Air Traffic Control</td>
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<tr>
<td>AVM 310</td>
<td>Airport Management</td>
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<tr>
<td>MAN 2345</td>
<td>Principles of Supervision</td>
</tr>
<tr>
<td>ASC 2310</td>
<td>Federal Aviation Regulations</td>
</tr>
<tr>
<td>PAD 3370</td>
<td>Emergency Preparedness and Response</td>
</tr>
<tr>
<td>PAD 3391</td>
<td>Introduction to Crisis and Disaster Management</td>
</tr>
<tr>
<td>PAD 4374</td>
<td>Terrorism and Homeland Security</td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE
with a Concentration in Flight Operations

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Only those students holding an FAA Commercial Instrument Multi-engine pilot certificate, or above, may enroll in this degree program. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

CONCENTRATION DESCRIPTION:
The Concentration in Flight Operations is designed for individuals holding pilot credentials with Commercial Instrument Multi-Engine ratings or above who intend to fly for commercial airlines or for the corporate/private sector. This Concentration enables those individuals to capitalize on their FAA certifications in completing an academic degree in the aviation field.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credits as described below. The length of the program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)
ENGLISH (6 CREDIT HOURS)
- ENC 1101 English Composition I 3 credits
- ENC 2102 English Composition II 3 credits
MATH (6 CREDIT HOURS)
- MAC 1105 College Algebra 3 credits
- MGF 2106 College Math (or Math courses equivalent or higher) 3 credits
COMPUTER (3 credits)
- CGS 1060C Introduction to Computer Applications 3 credits
HUMANITIES/FINE ARTS (3 credits)
- AML 1000 American Literature 3 credits

COMMUNICATIONS (3 credits)
- SPC 1017 Speech 3 credits

BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)
- PSY 1012 Introduction to Psychology 3 credits
- POS 1041 Political Science 3 credits

NATURAL SCIENCE (3 credits)
- HUN 1201 Fundamentals of Nutrition 3 credits

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)
- IDS 1021 Interdisciplinary Study 1 3 credits
- IDS 1022 Interdisciplinary Study 2 3 credits
- IDS 1023 Interdisciplinary Study 3 3 credits
- IDS 1024 Interdisciplinary Study 4 3 credits
- IDS 1025 Interdisciplinary Study 5 3 credits
- IDS 1026 Interdisciplinary Study 6 3 credits
- IDS 1027 Interdisciplinary Study 7 3 credits

(AVM 2002 Introduction to Aviation Security 3 credits)
- AVM 4675 Aviation Safety Programs 3 credits
- MAN 3504 Operations Management 3 credits
- ASC 2310 Federal Aviation Regulations 3 credits
- AVM 3443 Airport Security 3 credits
- ASC 3035 Corporate Security 3 credits
- AVM 1440 Aviation and Airport Security 3 credits

* The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE with a Concentration in Management

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:
The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

CONCENTRATION DESCRIPTION:
The Concentration in Management is designed for individuals interested in the pure management aspects of the aviation industry. This Concentration includes a sequence of management courses as well as specialized courses specific to the field of aviation management, both of which complement the core aviation classes offered in this degree program.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credits as described below. The length of the program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:

LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)
ASC 1010 History of Aviation 3 credits
ASC 1100 Introduction to Aeronautics 3 credits
ASC 2320 Aviation Law and Regulations 3 credits
BCN 1014 Introduction to Sustainability 3 credits

FLIGHT OPERATIONS CONCENTRATION COURSES (18 CREDIT HOURS)
* NOTE: Credit granted only with FAA Commercial Instrument Multi-engine or above
ATT 2820 Air Traffic Control 3 credits
ASC 3211 Aviation Meteorology 3 credits
ASC 3471 Physiology of Flight 3 credits
ASC 3551 Aerodynamics 3 credits
ASC 3611 Aircraft Engines 3 credits
ASC 3612 Aircraft Systems 3 credits

UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)
AVM 3516 Airline Management 3 credits
AVM 3240 Aviation Insurance and Risk Management 3 credits
AVM 3110 FBO and Flight School Management 3 credits
AVM 4530 Corporate Aviation Operations 3 credits
AVM 4630 Aviation Labor Relations 3 credits
AVS 3472 Aviation Human Factors 3 credits
ASC 4050 Introduction to Space 3 credits
MAN 3065 Business Ethics 3 credits
AVM 4451 Airport Planning 3 credits
ASC 3871 Aviation Safety 3 credits
GEB 3934 Critical Thinking in Business 3 credits
ENC 3213 Writing for Managers 3 credits
MAN 4583 Project Management 3 credits
AVM 4914 Aviation Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

GENERAL EDUCATION COURSES (30 CREDIT HOURS)
ENGL 1101 English Composition I 3 credits
ENGL 2102 English Composition II 3 credits
MATH (6 CREDIT HOURS)
MAC 1105 College Algebra 3 credits
MFG 2106 College Math (or Math courses equivalent or higher) 3 credits
COMPUTER (3 credits)
CGS 1060 Intro to Computer Applications 3 credits
HUMANITIES/FINE ARTS (6 CREDIT HOURS)
AML 1000 American Literature 3 credits
The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

<table>
<thead>
<tr>
<th>LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)</th>
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<tbody>
<tr>
<td>ASC 1010  History of Aviation</td>
</tr>
<tr>
<td>ASC 1100  Introduction to Aeronautics</td>
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<tr>
<td>ASC 2320  Aviation Law and Regulations</td>
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<td>BCN 1014  Introduction to Sustainability</td>
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<th>MANAGEMENT CONCENTRATION COURSES (18 CREDIT HOURS)</th>
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<td>ACG 2001  Accounting Principles I</td>
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<td>MAN 3151  Relationship Management</td>
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<td>MAN 4301  Human Resource Management</td>
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<tr>
<th>UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)</th>
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<td>AVM 4530  Corporate Aviation Operations</td>
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<td>AVM 4630  Aviation Labor Relations</td>
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<td>AVS 3472  Aviation Human Factors</td>
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<td>ASC 4050  Introduction to Space</td>
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<tr>
<td>MAN 3065  Business Ethics</td>
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<tr>
<td>AVM 4451  Airport Planning</td>
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<tr>
<td>ASC 3871  Aviation Safety</td>
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<td>GEB 3934  Critical Thinking in Business</td>
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<td>ENC 3213  Writing for Managers</td>
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<tr>
<td>MAN 4583  Project Management</td>
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<td>AVM 4914  Aviation Capstone Course</td>
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| TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS |

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<thead>
<tr>
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<th>BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)</th>
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<td>PSY 1012    Introduction to Psychology</td>
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<td>POS 1041    Political Science</td>
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<tr>
<th>NATURAL SCIENCE (3 credits)</th>
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<td>HUN 1201  Fundamentals of Nutrition</td>
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<tr>
<th>INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)</th>
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<td>IDS 1021  Interdisciplinary Study 1</td>
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<td>IDS 1022  Interdisciplinary Study 2</td>
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<td>IDS 1023  Interdisciplinary Study 3</td>
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<td>IDS 1024  Interdisciplinary Study 4</td>
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<tr>
<td>IDS 1025  Interdisciplinary Study 5</td>
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<tr>
<td>IDS 1026  Interdisciplinary Study 6</td>
</tr>
<tr>
<td>IDS 1027  Interdisciplinary Study 7</td>
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<tr>
<td>(OR)</td>
</tr>
<tr>
<td>ASC 201  Introduction to Aviation Security</td>
</tr>
<tr>
<td>AVM 2301  General Aviation Marketing Management</td>
</tr>
<tr>
<td>MAN 3504  Operations Management</td>
</tr>
<tr>
<td>MAN 4602  International Business</td>
</tr>
<tr>
<td>MAN 4633  Global Strategy and Policy</td>
</tr>
<tr>
<td>MAN 2345  Principles of Supervision</td>
</tr>
<tr>
<td>AVM 1440  Aviation and Airport Security</td>
</tr>
</tbody>
</table>

* Anyone who is seeking to attend a college should choose Everglades University. The staff/faculty is so helpful, understanding and kind. I am very pleased that I made Everglades University my choice for college and I would do it again if I had to.”

– Andrea Walton  
Alternative Medicine Graduate, 2015
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE
with a Concentration in Unmanned Aerial Systems (UAS)

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, and Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE DESCRIPTION:
The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication; analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include unmanned aerial systems, aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

CONCENTRATION DESCRIPTION:
The Concentration in Unmanned Aerial System combines elements of operations and a strong aviation foundation and is designed for those individuals wishing to work as sensor operators, technicians, mission planners, communication and security personnel.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates’ use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, and operations, as well as specific skills and knowledge based on their selected concentration.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN AVIATION/AEROSPACE COURSES:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)
ENGLISH (6 CREDIT HOURS)
ENC 1101 English Composition I 3 credits
ENC 2102 English Composition II 3 credits
MATH (6 CREDIT HOURS)
MAC 1105 College Algebra 3 credits
MGF 2106 College Math (or Math courses equivalent or higher) 3 credits
COMPUTER (3 credits)
CGS 1060C Introduction to Computer Applications
HUMANITIES/FINE ARTS (3 credits)
AML 1000 American Literature
COMMUNICATIONS (3 credits)
SPC 1017 Speech
BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)
PSY 1012 Introduction to Psychology
POS 1041 Political Science
NATURAL SCIENCE (3 credits)
HUN 1201 Fundamentals of Nutrition
INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)
IDS 1021 Interdisciplinary Study 1 3 credits
IDS 1022 Interdisciplinary Study 2 3 credits
IDS 1023 Interdisciplinary Study 3 3 credits
IDS 1024 Interdisciplinary Study 4 3 credits
IDS 1025 Interdisciplinary Study 5 3 credits
IDS 1026 Interdisciplinary Study 6 3 credits
IDS 1027 Interdisciplinary Study 7 3 credits
* The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)
ASC 1010 History of Aviation 3 credits
ASC 1100 Introduction to Aeronautics 3 credits
ASC 2320 Aviation Law and Regulations 3 credits
BCN 1014 Introduction to Sustainability 3 credits
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN SURVEYING MANAGEMENT
(FOR CONSTRUCTION AND ROADWAY)

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Surveying Management, as well as to prepare him/her for an entry-level career in surveying management. This surveying management degree focuses on the management skills and business knowledge required for the environment of the surveying management field.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN SURVEYING MANAGEMENT
DESCRIPTION:

The Bachelor of Science Degree with a major in Surveying Management provides instruction in management skills and surveying for construction industry specific technical and occupational subjects, such as surveying for route and boundary, platting, and geotechnical technology. This degree program prepares graduates for a productive career in the surveying industry as a manager or supervisor. Graduates of this program will be prepared for productive management careers in the surveying field with knowledge in surveying, estimating, and contracts.

PROGRAM OBJECTIVES:

The Bachelor of Science Degree with a major in Surveying Management provides students with a broad-based knowledge of the surveying and construction industry combined with a solid general education and extensive training in business and management applications as well as law, regulations, planning, design, theory and methods used in the surveying field.

PROGRAM OUTLINE:

To receive a Bachelor of Science Degree with a major in Surveying Management, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE SURVEYING MANAGEMENT COURSES:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
ENC 1101 English Composition I 3 credits
ENC 2102 English Composition II 3 credits

COMPUTER (3 credits)
CGS 1060C Introduction to Computer Applications 3 credits

COMMUNICATIONS (3 credits)
SPC 1017 Speech 3 credits

HUMANITIES/FINE ARTS (3 credits)
AML 1000 American Literature 3 credits

MATH (6 CREDIT HOURS)
MAC 1105 College Algebra (OR)
MGF 2106 College Math 3 credits
STA 2014 Statistics (required) 3 credits

SOCIAL SCIENCE (3 credits)
POS 1041 Political Science 3 credits

NATURAL SCIENCE (3 credits)
HUN 1201 Fundamentals of Nutrition 3 credits

BEHAVIORAL SCIENCE (3 credits)
PSY 1012 Introduction to Psychology 3 credits

UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)

AVM 3516 Airline Management 3 credits
AVM 3240 Aviation Insurance and Risk Management 3 credits
AVM 3110 FBO and Flight School Management 3 credits
AVM 4530 Corporate Aviation Operations 3 credits
AVM 4630 Aviation Labor Relations 3 credits
AVS 3472 Aviation Human Factors 3 credits
ASC 4050 Introduction to Space 3 credits
MAN 3065 Business Ethics 3 credits
AVM 4451 Airport Planning 3 credits
ASC 3871 Aviation Safety 3 credits
GEB 3934 Critical Thinking in Business 3 credits
ENC 3213 Writing for Managers 3 credits
MAN 4583 Project Management 3 credits
AVM 4914 Aviation Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

UNMANNED AERIAL SYSTEMS (UAS) CONCENTRATION COURSES (18 CREDIT HOURS)

ASC 100 Unmanned Aerial Systems Fundamentals 3 credits
ASC 200 UAS Regulations 3 credits
ASC 300 UAS Sensing Systems 3 credits
ASC 400 UAS Special Topics 3 credits
ASC 450 UAS Global and Industrial Applications 3 credits

*The courses in the UAS concentration prepare the learner for the FAA Title 14 of the Code of Federal Regulations (14 CFR) part 107 exam.
LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

SUR 1000 Fundamentals of Surveying 3 credits
BCN 200 Roadway Construction Management 3 credits
BCN 1251C Building Construction Drawing 3 credits
BCT 1706 Construction Documents 3 credits
BCN 2020 Introduction to Construction Techniques 3 credits
BCN 1014 Introduction to Sustainability 3 credits

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

IDS 1021 Interdisciplinary Study 1 3 credits
IDS 1022 Interdisciplinary Study 2 3 credits
IDS 1023 Interdisciplinary Study 3 3 credits
IDS 1024 Interdisciplinary Study 4 3 credits
IDS 1025 Interdisciplinary Study 5 3 credits
IDS 1026 Interdisciplinary Study 6 3 credits
IDS 1027 Interdisciplinary Study 7 3 credits

(or)

MAN 1021 Principles of Management 3 credits
ECO 2013 Microeconomics 3 credits
CGS 263 Organization and Technology of Information Systems 3 credits
ACG 2001 Accounting Principles I 3 credits
ACG 2011 Accounting Principles II 3 credits
BCT 1770 Construction Estimating 3 credits
BCT 1767 OSHA Standards 3 credits

* The IDS courses allow credit for appropriate prior learning. Construction, Engineering, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

BCN 3762 Codes and Standards 3 credits
BCN 3223 Soil Mechanics for Construction 3 credits
BCN 3708 Construction Contracts 3 credits
BCN 4612 Construction Cost Estimating 3 credits
BCN 4703C Managing a Construction Project 3 credits
BCN 3224C Construction Techniques of Superstructures 3 credits
BCN 4720 Construction Scheduling 3 credits
BCN 4730 Construction Safety 3 credits
BCN 3411 Statics and Strengths of Materials 3 credits
BCN 4740 Construction Law 3 credits
BCN 4740 Construction Law 3 credits
SUR 331 Route Surveying 3 credits
SUR 341 Land Tenure and Legal Considerations 3 credits
SUR 386 Instrumentation for Surveying 3 credits
SUR 455 Geoinformatics: GPS, Remote Sensing and GIS 3 credits
SUR 463 Land Surveying and Mapping 3 credits
SUR 446 GPS Surveying 3 credits
SUR 490 Surveying Standards and Specifications 3 credits
SUR 4910 Surveying Management Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN ALTERNATIVE AND RENEWABLE ENERGY MANAGEMENT

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Alternative and Renewable Energy Management, as well as to prepare him/her for an entry-level career in Alternative and Renewable Energy Management. This Alternative and Renewable Energy Management degree focuses on the management skills and business knowledge required for the continually changing environment of the energy industry in construction management.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN ALTERNATIVE AND RENEWABLE ENERGY MANAGEMENT DESCRIPTION:

The Bachelor of Science Degree with a major in Alternative and Renewable Energy Management provides instruction in management skills and alternative and renewable energy specific technical and occupational subjects, such as alternative and renewable energy management, energy storage, and safety in construction. This degree program prepares graduates for a productive career in the alternative and renewable energy industry as a manager. Emphasis is placed on alternative energy principles, regulations, and business and management operations.

PROGRAM OBJECTIVES:

The Bachelor of Science Degree with a major in Alternative and Renewable Energy Management provides students with a broad based knowledge of the sustainable energies industry combined with a general education foundation and business and management applications. Graduates of this program will be prepared for productive management careers in the alternative and renewable energy environment.
PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Alternative and Renewable Energy Management, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE ALTERNATIVE AND RENEWABLE ENERGY MANAGEMENT COURSES:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
- ENC 1101 English Composition I 3 credits
- ENC 2102 English Composition II 3 credits

COMPUTER (3 credits)
- CGS 1060C Introduction to Computer Applications 3 credits

COMMUNICATIONS (3 credits)
- SPC 1017 Speech 3 credits

HUMANITIES/FINE ARTS (3 credits)
- AML 1000 American Literature 3 credits

MATH (6 CREDIT HOURS)
- MAC 1105 College Algebra 3 credits
- MGF 2106 College Math (or Math courses equivalent or higher) 3 credits
- STA 2014 Statistics (required) 3 credits

SOCIAL SCIENCE (3 credits)
- POS 1041 Political Science 3 credits

NATURAL SCIENCE (3 credits)
- HUN 1201 Fundamentals of Nutrition 3 credits

BEHAVIORAL SCIENCE (3 credits)
- PSY 1012 Introduction to Psychology 3 credits

LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

- BCT 1767 OSHA Standards 3 credits
- ACG 2001 Accounting Principles I 3 credits
- ACG 2011 Accounting Principles II 3 credits
- BCN 1014 Introduction to Sustainability 3 credits
- BCN 2048 Introduction to Alternative and Renewable Energy Management Techniques 3 credits
- BCN 2047 Introduction to Alternative and Renewable Energy Regulations 3 credits

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

IDS 1021 Interdisciplinary Study I 3 credits
IDS 1022 Interdisciplinary Study 2 3 credits
IDS 1023 Interdisciplinary Study 3 3 credits
IDS 1024 Interdisciplinary Study 4 3 credits
IDS 1025 Interdisciplinary Study 5 3 credits
IDS 1026 Interdisciplinary Study 6 3 credits
IDS 1027 Interdisciplinary Study 7 3 credits

- ECO 2013 Macroeconomics 3 credits
- MAR 1011 Introduction to Marketing 3 credits
- BCT 2040 MEP Plans and Specifications 3 credits
- CGS 263 Organization and Technology of Information Systems 3 credits
- MAN 1021 Principles of Management 3 credits
- BCN 2793 Project Management for Construction 3 credits
- FIN 2001 Financial Management 3 credits

* The IDS courses allow credit for appropriate prior learning. Construction, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

- BCN 3762 Codes and Standards 3 credits
- MAN 3065 Business Ethics 3 credits
- BCN 3550 Energy and the Environment 3 credits
- BCN 3551 Alternative Energy Equipment 3 credits
- BCN 3552 Alternative Energy - Residential 3 credits
- BCN 3553 Alternative Energy - Commercial 3 credits
- BCN 4730 Construction Safety 3 credits
- BCN 3555 Energy Storage and the Hydrogen Economy 3 credits
- BCN 3556 Energy Policy 3 credits
- BCN 4557 Managing an Alternative Energy Project 3 credits
- BCN 3571 Solar Energy and Photovoltaics 3 credits
- BCN 3572 Nuclear Energy 3 credits
- BCN 4573 Wind Energy 3 credits
- BCN 4574 Propane and Natural Gas 3 credits
- BCN 4575 Hydroelectric Energy 3 credits
- BCN 4576 Geothermal Energy 3 credits
- BCN 4577 Biomass 3 credits
- BCN 4799 Alternative and Renewable Energy Management Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

“All of the instructors have been wonderful. They were all very helpful. I will be able to get into the alternative energy segment of employment with my degree.”

– Ivan Jensen

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Environmental Policy and Management, as well as to prepare him/her for an entry-level career in Environmental Policy and Management. This Environmental Policy and Management degree focuses on the management skills and business knowledge required for students to enter professions involved in government and environmentally related professions.

The Bachelor of Science Degree with a major in Environmental Policy and Management provides instruction in business and management skills, environmental policy and specific technical and occupational subjects, such as the impact of industrialization on the environment and environmental technology and management. Emphasis is placed on communication skills, business and management skills, critical thinking, sustainability, and environmental regulations and policies.

The Bachelor of Science Degree with a major in Environmental Policy and Management provides students with a broad based knowledge of the several emerging fields of study, including global environmental change, environmental planning, and environmental sustainability. This degree is applicable for government and industry environmentally related professions.

Now that I’ve finished the program, I can hold my head up high knowing I have a degree in construction management from Everglades University. While attending the online program, I’ve lived in Central Florida, South Florida, and now Hawaii, so the program is truly a flexible online program. Thank you to everyone at Everglades University!

— Doug Rogers
Construction Management Graduate, 2015

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Environmental Policy and Management, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE ENVIRONMENTAL POLICY AND MANAGEMENT COURSES:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
• ENC 1101 English Composition I 3 credits
• ENC 2102 English Composition II 3 credits

COMPUTER (3 credits)
• CGS 1060C Introduction to Computer Applications 3 credits

COMMUNICATIONS (3 credits)
• SPC 1017 Speech 3 credits

HUMANITIES/FINE ARTS (3 credits)
• AML 1000 American Literature 3 credits

MATH (6 CREDIT HOURS)
• MAC 1105 College Algebra 3 credits
• MGF 2106 College Math (or Math courses equivalent or higher) 3 credits
• STA 2014 Statistics (required) 3 credits

SOCIAL SCIENCE (3 credits)
• POS 1041 Political Science 3 credits

NATURAL SCIENCE (3 credits)
• HUN 1201 Fundamentals of Nutrition 3 credits

BEHAVIORAL SCIENCE (3 credits)
• PSY 1012 Introduction to Psychology 3 credits

“Now that I’ve finished the program, I can hold my head up high knowing I have a degree in construction management from Everglades University. While attending the online program, I’ve lived in Central Florida, South Florida, and now Hawaii, so the program is truly a flexible online program. Thank you to everyone at Everglades University!”

— Doug Rogers
Construction Management Graduate, 2015
# LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

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<td>Principles of Management</td>
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<td>ACG 2001</td>
<td>Accounting Principles I</td>
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<td>ACG 2011</td>
<td>Accounting Principles II</td>
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<tr>
<td>BCN 1014</td>
<td>Introduction to Sustainability</td>
<td>3</td>
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<td>COM 201</td>
<td>Negotiation Communications</td>
<td>3</td>
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<tr>
<td>EVR 2861</td>
<td>Introduction to Environmental Policy</td>
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</tr>
</tbody>
</table>

# INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IDS 1021</td>
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</tr>
<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2</td>
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<tr>
<td>IDS 1024</td>
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<tr>
<td>IDS 1025</td>
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<td>IDS 1026</td>
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<tr>
<td>EVR 2110</td>
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<tr>
<td>GEB 1011</td>
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<tr>
<td>ECO 2013</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>FIN 2001</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>CGS 263</td>
<td>Organization and Technology of Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>MAN 2345</td>
<td>Principles of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>MAR 1011</td>
<td>Introduction to Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. Construction, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

# UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>COM 3490</td>
<td>Communication and Environmental Justice</td>
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<tr>
<td>EGN 305</td>
<td>Business Excellence through Engineering Reasoning</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
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<tr>
<td>GEB 3934</td>
<td>Critical Thinking in Business</td>
<td>3</td>
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<tr>
<td>MAR 3023</td>
<td>Marketing Management</td>
<td>3</td>
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<tr>
<td>PSY 307</td>
<td>The Science of Persuasion and Negotiation</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3504</td>
<td>Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4602</td>
<td>International Business</td>
<td>3</td>
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<tr>
<td>BCN 3550</td>
<td>Energy and the Environment</td>
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<td>BCN 3556</td>
<td>Energy Policy</td>
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<td>EVR 3403</td>
<td>Global Environmental Politics</td>
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<td>EVR 3036</td>
<td>Justice and Sustainability</td>
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<td>EVR 3352</td>
<td>U.S. Environmental Policy and Management</td>
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<td>EVR 4023</td>
<td>Coastal Environmental Management Managements</td>
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<td>EVR 4262</td>
<td>Environmental Technology and Management</td>
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<td>EVR 4823</td>
<td>Environmental Impact Analysis</td>
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<td>EVR 4325</td>
<td>Environmental Change and Natural Resource</td>
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<tr>
<td>EVR 4930</td>
<td>Environmental Policy and Management Capstone Course</td>
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# TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

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**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN LAND AND ENERGY MANAGEMENT**

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Land and Energy Management, as well as to prepare him/her for an entry-level career in Land and Energy Management. This Land and Energy Management degree focuses on the management skills and business knowledge required for students to enter professions involved in land and mineral rights acquisition for fossil fuel and renewable energy resource development.

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN LAND AND ENERGY MANAGEMENT DESCRIPTION:**

The Bachelor of Science Degree with a major in Land and Energy Management provides instruction in management skills and land and energy specific technical and occupational subjects, such as land use planning, regulations, and sustainable energy components. This degree program prepares graduates for a productive career in the land and energy industry as a manager. Emphasis is placed on communication skills, business and management skills, critical thinking, and environmental policies, regulations and requirements.

**PROGRAM OBJECTIVES:**

The Bachelor of Science Degree with a major in Land and Energy Management provides students with a broad based knowledge of the negotiations in the landwork and energy industries combined with a general education foundation and business and management applications. Graduates of this program will be prepared for productive management careers in the land and energy environment.

**PROGRAM OUTLINE:**

To receive a Bachelor of Science Degree with a major in Land and Energy Management, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).
BACHELOR OF SCIENCE DEGREE LAND AND ENERGY MANAGEMENT COURSES:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
- ENC 1101 English Composition I: 3 credits
- ENC 2102 English Composition II: 3 credits

COMPUTER (3 credits)
- CGS 1060C Introduction to Computer Applications: 3 credits

COMMUNICATIONS (3 credits)
- SPC 1017 Speech: 3 credits

HUMANITIES/FINE ARTS (3 credits)
- AML 1000 American Literature: 3 credits

MATH (6 CREDIT HOURS)
- OR:
  - MAC 1105 College Algebra: 3 credits
  - MGF 2106 College Math (or Math courses equivalent or higher): 3 credits
  - STA 2014 Statistics (required): 3 credits

SOCIAL SCIENCE (3 credits)
- OR:
  - POS 1041 Political Science: 3 credits

NATURAL SCIENCE (3 credits)
- OR:
  - HUN 1201 Fundamentals of Nutrition: 3 credits

BEHAVIORAL SCIENCE (3 credits)
- OR:
  - PSY 1012 Introduction to Psychology: 3 credits

LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

- MAN 1021 Principles of Management: 3 credits
- ACG 2001 Accounting Principles I: 3 credits
- ACG 2011 Accounting Principles II: 3 credits
- BCN 1014 Introduction to Sustainability: 3 credits
- EVR 2861 Introduction to Environmental Policy: 3 credits
- BCN 2559 Introduction to Land and Energy Policy Management: 3 credits

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

- IDS 1021 Interdisciplinary Study I: 3 credits
- IDS 1022 Interdisciplinary Study 2: 3 credits
- IDS 1023 Interdisciplinary Study 3: 3 credits
- IDS 1024 Interdisciplinary Study 4: 3 credits
- IDS 1025 Interdisciplinary Study 5: 3 credits
- IDS 1026 Interdisciplinary Study 6: 3 credits
- IDS 1027 Interdisciplinary Study 7: 3 credits
- OR:
  - COM 201 Negotiation Communications: 3 credits
  - GEB 1011 Principles of Business: 3 credits
  - ECO 2013 Macroeconomics: 3 credits
  - FIN 2001 Financial Management: 3 credits
  - CGS 263 Organization and Technology of Information Systems: 3 credits
  - MAN 2345 Principles of Supervision: 3 credits
  - MAR 1011 Introduction to Marketing: 3 credits

* The IDS courses allow credit for appropriate prior learning. Construction, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

- COM 3490 Communication and Environmental Justice: 3 credits
- EGN 305 Business Excellence through Engineering Reasoning: 3 credits
- ENC 3213 Writing for Managers: 3 credits
- GEB 3934 Critical Thinking in Business: 3 credits
- PSY 307 The Science of Persuasion and Negotiation: 3 credits
- BCN 315 GIS Data Analysis and Mapping: 3 credits
- BCN 325 Oil, Gas and Energy Geopolitics and Law: 3 credits
- BCN 345 Land-Use Planning Regulations: 3 credits
- BCN 3550 Energy and the Environment: 3 credits
- BCN 3556 Energy Policy: 3 credits
- BCN 3571 Solar Energy and Photovoltaics: 3 credits
- BCN 3572 Nuclear Energy: 3 credits
- BCN 4573 Wind Energy: 3 credits
- BCN 4574 Propane and Natural Gas: 3 credits
- BCN 4575 Hydroelectric Energy: 3 credits
- BCN 4576 Geothermal Energy: 3 credits
- BCN 4577 Biomass: 3 credits
- BCN 4777 Land and Energy Management Capstone Course: 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE: 123 CREDITS
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN CRISIS AND DISASTER MANAGEMENT

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a Major in Crisis and Disaster Management, as well as to prepare him/her for an entry-level career in Crisis and Disaster Management. This Crisis and Disaster Management degree focuses on the management skills, business knowledge and associated critical thinking/decision making involved in planning, management, relief, and recovery from public crises and disasters.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN CRISIS AND DISASTER MANAGEMENT DESCRIPTION:
The Bachelor of Science Degree with a major in Crisis and Disaster Management provides instruction in business and management skills and crisis and disaster management specific technical and occupational subjects, such as crisis and disaster management, terrorism, threat and emergency preparedness. This degree program prepares graduates for a productive career in the crisis and disaster management field. Emphasis is placed on communication skills, management skills, critical thinking, planning and response associated with public emergencies, disasters, and catastrophes.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in Crisis and Disaster Management provides students with a broad based knowledge of crisis and disaster management combined with a general education foundation and business and management applications. Graduates of this program will be prepared for productive management careers in the crisis and disaster management environment.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Crisis and Disaster Management, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

### GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
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<td>ENC 1101</td>
<td>English Composition I</td>
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<tr>
<td>ENC 2102</td>
<td>English Composition II</td>
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</tr>
<tr>
<td>CGS 1060C</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1017</td>
<td>Speech</td>
<td>3</td>
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<tr>
<td>AML 1000</td>
<td>American Literature</td>
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<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
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<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
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<tr>
<td>STA 2014</td>
<td>Statistics (required)</td>
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<tr>
<td>POS 1041</td>
<td>Political Science</td>
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<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
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<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
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### LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

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<th>Course Code</th>
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<td>Introduction to Sustainability</td>
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<tr>
<td>ACG 2001</td>
<td>Accounting Principles I</td>
<td>3</td>
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<tr>
<td>ACG 2011</td>
<td>Accounting Principles II</td>
<td>3</td>
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<tr>
<td>MAN 1021</td>
<td>Principles of Management</td>
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<tr>
<td>PAD 2071</td>
<td>Introduction to Crisis and Disaster Management</td>
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<td>PAD 2070</td>
<td>Basic Emergency Planning</td>
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### INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

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<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study I</td>
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</tr>
<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2</td>
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<td>IDS 1023</td>
<td>Interdisciplinary Study 3</td>
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<tr>
<td>IDS 1024</td>
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<td>IDS 1025</td>
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<td>IDS 1026</td>
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<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
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*(OR)*

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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>ECO 2013</td>
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<td>BCT 1767</td>
<td>OSHA Standards</td>
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<tr>
<td>CGS 263</td>
<td>Organization and Technology of Information Systems</td>
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<tr>
<td>MAN 2163</td>
<td>Customer Relationship Management</td>
<td>3</td>
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<tr>
<td>FIN 2001</td>
<td>Financial Management</td>
<td>3</td>
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<tr>
<td>GEB 1011</td>
<td>Principles of Business</td>
<td>3</td>
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<tr>
<td>MAN 2345</td>
<td>Principles of Supervision</td>
<td>3</td>
</tr>
</tbody>
</table>

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### UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>GEB 3934</td>
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<td>CGS 3302C</td>
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<td>MAN 4045</td>
<td>Effective Team Management</td>
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<td>MAN 4301</td>
<td>Human Resources Management</td>
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<td>MAN 3151</td>
<td>Relationship Management</td>
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<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
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<td>SOP 3790</td>
<td>Crisis and Disaster Psychology</td>
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<td>PAD 3395</td>
<td>Community Disaster Mitigation and Recovery</td>
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<td>PAD 3370</td>
<td>Emergency Preparedness and Response</td>
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<td>PAD 3383</td>
<td>Emergency Management and Public Policy</td>
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<td>PAD 3390</td>
<td>Hazard Analysis and Risk Management</td>
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<td>PAD 4392</td>
<td>Emergency Operations Center (EOC) Operations and Design</td>
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<td>PAD 4372</td>
<td>Crisis and Disaster Management and Public Outreach</td>
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<td>PAD 4374</td>
<td>Terrorism and Homeland Security</td>
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<td>SYD 4511</td>
<td>Disaster and Society</td>
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<tr>
<td>PAD 4878</td>
<td>Crisis and Disaster Management Capstone Course</td>
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</tr>
</tbody>
</table>

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE** 123 CREDITS

---

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN HOSPITALITY MANAGEMENT**

The Bachelor of Science Degree with a major in Hospitality Management seeks to provide students with a well-rounded view of the purpose and operations of the service and hospitality management entities from a financial, economics, marketing and management perspective combined with a solid general education foundation. Graduates will be able to understand a variety of the hospitality management principles, to use analytical, technical and critical thinking skills to solve problems in an ethical manner, and to communicate effectively in the business environment.

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN HOSPITALITY MANAGEMENT DESCRIPTION:**

The Bachelor of Science Degree with a major in Hospitality Management provides instruction in relevant business skills. Students in this program will use computer and software applications typically used in the hospitality management environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the service and hospitality management environment.

**PROGRAM OBJECTIVES:**

The Bachelor of Science Degree with a major in Hospitality Management provides instruction in relevant business skills. Students in this program will use computer and software applications typically used in the hospitality management environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the hospitality management environment.
PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in Hospitality Management, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE HOSPITALITY MANAGEMENT COURSES:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH (6 CREDIT HOURS)</td>
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<tr>
<td>ENC 1101 English Composition I</td>
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<td>ENC 2102 English Composition II</td>
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<tr>
<td>COMPUTER (3 credits)</td>
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<tr>
<td>CGS 1060C Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>COMMUNICATIONS (3 credits)</td>
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<tr>
<td>SPC 1017 Speech</td>
<td>3</td>
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<tr>
<td>HUMANITIES/FINE ARTS (3 credits)</td>
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<tr>
<td>AML 1000 American Literature</td>
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</tr>
<tr>
<td>MATH (6 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>MAC 1105 College Algebra</td>
<td>3</td>
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<td>(OR)</td>
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<td>MGF 2106 College Math</td>
<td>3</td>
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<td>STA 2014 Statistics (required)</td>
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<td>SOCIAL SCIENCE (3 credits)</td>
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<tr>
<td>POS 1041 Political Science</td>
<td>3</td>
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<tr>
<td>NATURAL SCIENCE (3 credits)</td>
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</tr>
<tr>
<td>HUN 1201 Fundamentals of Nutrition</td>
<td></td>
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<tr>
<td>BEHAVIORAL SCIENCE (3 credits)</td>
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<tr>
<td>PSY 1012 Introduction to Psychology</td>
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</tr>
</tbody>
</table>

“...My experience as a student at Everglades University has been incredible. When I made the decision to return to school, I truly became part of a family. A family supports, encourages, and praises. My peers have encouraged me, guided me, and praised me throughout this important time of my life. EU’s administration and faculty always made sure my commitments and goals.”

–Diana Linville
Alternative and Renewable Energy Management Graduate, 2014

LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ACG 2001 Accounting Principles I</td>
<td>3</td>
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<td>ACG 2011 Accounting Principles II</td>
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<tr>
<td>BCN 1014 Introduction to Sustainability</td>
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<tr>
<td>HFT 1000 Introduction to Hospitality Management</td>
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<tr>
<td>HFT 2410 Front of the House</td>
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<tr>
<td>HFT 2201 Fundamentals of the Service Industry</td>
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</table>

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
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<td>IDS 1022 Interdisciplinary Study 2</td>
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<td>IDS 1023 Interdisciplinary Study 3</td>
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<td>IDS 1024 Interdisciplinary Study 4</td>
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<td>IDS 1026 Interdisciplinary Study 6</td>
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<td>IDS 1027 Interdisciplinary Study 7</td>
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<td>(OR)</td>
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<tr>
<td>MAN 2345 Principles of Supervision</td>
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<td>ECO 1023 Microeconomics</td>
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<td>MAN 2163 Customer Relationship Management</td>
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<td>MAR 1011 Introduction to Marketing</td>
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<td>ACG 2450 Accounting Information Systems</td>
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<tr>
<td>GCS 263 Organization and Technology of Information Systems</td>
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</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. Hospitality Management, Marketing, Management, Accounting, Economics, Finance, Management Information Systems, International Business, Human Resource Management, Health Services Administration, and Statistics are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 3151 Relationship Management</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213 Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>GCS 3302C Management Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>GEB 3934 Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>ACG 3301 Managerial Accounting and Financial Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MAR 3023 Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3504 Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4045 Effective Team Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3065 Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4633 Global Strategy and Policy</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4583 Project Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4301 Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>HFT 3314 Facilities Planning and Management</td>
<td>3</td>
</tr>
<tr>
<td>HFT 3263 Food and Beverage Management</td>
<td>3</td>
</tr>
<tr>
<td>HFT 3240 Effective Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HFT 4034 Business and Technology of Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>HFT 4519 Convention and Exhibition Management</td>
<td>3</td>
</tr>
<tr>
<td>HFT 4916 Hospitality Management Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
The Bachelor of Science Degree with a major in Business Administration seeks to provide students with a well-rounded view of the purpose and operations of business entities from a financial, economics, marketing and management perspective combined with a solid general education foundation. Graduates will be able to understand a variety of general business principles, to use analytical, technical and critical thinking skills to solve problems in an ethical manner, and to communicate effectively in the business environment.

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN BUSINESS ADMINISTRATION DESCRIPTION:**
The Bachelor of Science Degree with a major in Business Administration provides instruction in management skills. Students in this program will use a computer and software applications necessary in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

**PROGRAM OBJECTIVES:**
The Bachelor of Science Degree with a major in Business Administration provides instruction in relevant business skills. Students in this program will use a computer and software applications typically used in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

**PROGRAM OUTLINE:**
To receive a Bachelor of Science Degree with a major in Business Administration, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

**BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION COURSE:**

**GENERAL EDUCATION COURSES (30 CREDIT HOURS)**
- **ENGLISH (6 CREDIT HOURS)**
  - ENC 1101 English Composition I 3 credits
  - ENC 2102 English Composition II 3 credits
- **COMPUTER (3 credits)**
  - CGS 1060C Introduction to Computer Applications 3 credits
- **COMMUNICATIONS (3 credits)**
  - SPC 1017 Speech 3 credits
- **HUMANITIES/FINE ARTS (3 credits)**
  - AML 1000 American Literature 3 credits
- **MATH (6 CREDIT HOURS)**
  - MAC 1105 College Algebra 3 credits
  - MGF 2106 College Math (or Math courses equivalent or higher) 3 credits
- **SOCIAL SCIENCE (3 credits)**
  - POS 1041 Political Science 3 credits
- **NATURAL SCIENCE (3 credits)**
  - HUN 1201 Fundamentals of Nutrition 3 credits
- **BEHAVIORAL SCIENCE (3 credits)**
  - PSY 1012 Introduction to Psychology 3 credits

**LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)**
- ACG 2001 Accounting Principles I 3 credits
- ACG 2011 Accounting Principles II 3 credits
- BCN 1014 Introduction to Sustainability 3 credits
- FIN 2001 Financial Management 3 credits
- GEB 1011 Principles of Business 3 credits
- MAN 1021 Principles of Management 3 credits

**INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)**
- IDS 1021 Interdisciplinary Study I 3 credits
- IDS 1022 Interdisciplinary Study II 3 credits
- IDS 1023 Interdisciplinary Study III 3 credits
- IDS 1024 Interdisciplinary Study IV 3 credits
- IDS 1025 Interdisciplinary Study V 3 credits
- IDS 1026 Interdisciplinary Study VI 3 credits
- IDS 1027 Interdisciplinary Study VII 3 credits
- IDS 2345 Principles of Supervision 3 credits
- ECO 1023 Microeconomics 3 credits
- MAN 2163 Customer Relationship Management 3 credits
- MAR 1011 Introduction to Marketing 3 credits
- ACG 2450 Accounting Information Systems 3 credits
- COM 201 Negotiation Communications 3 credits
- CGS 263 Organization and Technology of Information Systems 3 credits

* The IDS courses allow credit for appropriate prior learning. Business Administration, Marketing, Management, Accounting, Economics, Finance, Management Information Systems, International Business, Human Resource Management, Health Services Administration, and Statistics are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

**UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)**
- MAN 3151 Relationship Management 3 credits
- ENC 3213 Writing for Managers 3 credits
- MAN 4602 International Business 3 credits
- ACG 3302C Management Information Systems 3 credits
- FIN 3400 Principles of Financial Management 3 credits
- BUL 4421 Business Law 3 credits
- GEB 3934 Critical Thinking in Business 3 credits
- MAR 3023 Marketing Management 3 credits
- STA 3060 Research and Statistical Analysis 3 credits
- MAN 3504 Operations Management 3 credits
- MAN 4045 Effective Team Management 3 credits
- QMB 3600 Quantitative Methods in Administration 3 credits
- ACG 3301 Managerial Accounting and Financial Analysis 3 credits
- MAN 3065 Business Ethics 3 credits
- MAN 4633 Global Strategy and Policy 3 credits
- MAN 4583 Project Management 3 credits
- MAN 4301 Human Resources Management 3 credits
- GEB 4999 Business Capstone Course 3 credits

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

123 CREDITS
BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN INTERNATIONAL BUSINESS

The Bachelor of Science Degree with a major in International Business seeks to provide students with a well-rounded view of the purpose and operations of business entities from a financial, economics, marketing and management perspective combined with a solid general education foundation. Graduates will be able to understand a variety of general and international business principles, to use analytical, technical and critical thinking skills to solve problems in an ethical manner, and to communicate effectively in the international business environment.

BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN INTERNATIONAL BUSINESS DESCRIPTION:
The Bachelor of Science Degree with a major in International Business provides instruction in management skills. Students in this program will use a computer and software applications necessary in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

PROGRAM OBJECTIVES:
The Bachelor of Science Degree with a major in International Business provides instruction in relevant business skills. Students in this program will use a computer and software applications typically used in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

PROGRAM OUTLINE:
To receive a Bachelor of Science Degree with a major in International Business, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

BACHELOR OF SCIENCE DEGREE INTERNATIONAL BUSINESS COURSES:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)
ENGLISH (6 CREDIT HOURS)
- ENC 1101 English Composition I 3 credits
- ENC 2102 English Composition II 3 credits
COMPUTER (3 credits)
- CGS 1060C Introduction to Computer Applications 3 credits
COMMUNICATIONS (3 credits)
- SPC 1017 Speech 3 credits
HUMANITIES/FINE ARTS (3 credits)
- AML 1000 American Literature 3 credits
MATH (6 CREDIT HOURS)
- MAC 1105 College Algebra 3 credits
  (OR)
- MGF 2106 College Math 3 credits
- STA 2014 Statistics (required) 3 credits
SOCIAL SCIENCE (3 credits)
- POS 1041 Political Science 3 credits
NATURAL SCIENCE (3 credits)
- HUN 1201 Fundamentals of Nutrition 3 credits
BEHAVIORAL SCIENCE (3 credits)
- PSY 1012 Introduction to Psychology 3 credits
LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)
- ACG 2001 Accounting Principles I 3 credits
- ACG 2011 Accounting Principles II 3 credits

“In an effort to make myself a more valuable asset, I searched for a program that would fulfill my needs while challenging me to accomplish my set goals. I found that Everglades University’s veteran friendly environment and small class size was a perfect fit. I’m glad I choose Everglades University for my Master’s degree in Aviation Science.”

– Jhonathan Restrepo
Aviation Science Master’s Degree Graduate, 2014
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BCN 1014</td>
<td>Introduction to Sustainability</td>
<td>3</td>
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<tr>
<td>GEB 1011</td>
<td>Principles of Business</td>
<td>3</td>
</tr>
<tr>
<td>GEB 2350</td>
<td>Fundamentals of International Business</td>
<td>3</td>
</tr>
<tr>
<td>MAN 2604</td>
<td>Introduction to Global Policy</td>
<td>3</td>
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</table>

**INTERDISCIPLINARY STUDIES** *(21 CREDIT HOURS)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
<td>3</td>
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<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2</td>
<td>3</td>
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<tr>
<td>IDS 1023</td>
<td>Interdisciplinary Study 3</td>
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<tr>
<td>IDS 1024</td>
<td>Interdisciplinary Study 4</td>
<td>3</td>
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<td>IDS 1025</td>
<td>Interdisciplinary Study 5</td>
<td>3</td>
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<tr>
<td>IDS 1026</td>
<td>Interdisciplinary Study 6</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
<td>3</td>
</tr>
</tbody>
</table>

*(OR)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 2345</td>
<td>Principles of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>MAN 1021</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 1011</td>
<td>Introduction to Marketing</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2450</td>
<td>Accounting Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>COM 201</td>
<td>Negotiation Communications</td>
<td>3</td>
</tr>
<tr>
<td>CGS 263</td>
<td>Organization and Technology of Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

*The IDS courses allow credit for appropriate prior learning. Marketing, Management, Accounting, Economics, Finance, Management Information Systems, International Business, Human Resource Management, Health Services Administration, and Statistics are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.*

**UPPER DIVISION REQUIRED COURSES** *(54 CREDIT HOURS)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 3151</td>
<td>Relationship Management</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>CGS 3302C</td>
<td>Management Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>GEB 3934</td>
<td>Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>ACG 3301</td>
<td>Managerial Accounting and Financial Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MAR 3023</td>
<td>Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4045</td>
<td>Effective Team Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4633</td>
<td>Global Strategy and Policy</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4583</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4301</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4631</td>
<td>Effective Global Management</td>
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<tr>
<td>GEB 3371</td>
<td>Analyzing the Global Business Environment</td>
<td>3</td>
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<tr>
<td>MAN 3592</td>
<td>International Operations Management</td>
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<td>MAN 3061</td>
<td>International Business Ethics</td>
<td>3</td>
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<tr>
<td>MAN 3613</td>
<td>Managing the International Environment</td>
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<tr>
<td>GEB 4352</td>
<td>Putting Global Strategy into Action</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4423</td>
<td>Politics in International Business</td>
<td>3</td>
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<tr>
<td>GEB 4935</td>
<td>International Business Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN CONSTRUCTION MANAGEMENT**

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Construction Management, as well as to prepare him/her for an entry-level career in Construction Management. This construction management degree focuses on the management skills and business knowledge required for the continually changing environment of the construction industry.

**BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN CONSTRUCTION MANAGEMENT DESCRIPTION:**

The Bachelor of Science Degree with a major in Construction Management provides instruction in management skills and construction industry specific technical and occupational subjects, such as construction planning, design, and safety. This degree program prepares graduates for a productive career in the construction industry as a manager, project manager, or property manager. Graduates of this program will be prepared for productive management careers in the construction business with knowledge in construction ethics, estimating, and contracts. This degree program prepares graduates to sit for the LEED Green Associate exam in order to become a Certified LEED Green Associate.

**PROGRAM OBJECTIVES:**

The Bachelor of Science Degree with a major in Construction Management provides students with a broad-based knowledge of the construction industry combined with a solid general education and extensive training in business and management applications as well as law, regulations, planning, design, theory and methods used in the construction field.

**PROGRAM OUTLINE:**

To receive a Bachelor of Science Degree with a major in Construction Management, students must complete 123 credits as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

**BACHELOR OF SCIENCE DEGREE CONSTRUCTION MANAGEMENT COURSES:**

**GENERAL EDUCATION COURSES** *(30 CREDIT HOURS)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English Composition I</td>
<td>3</td>
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<tr>
<td>ENC 2102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>COMPUTER</td>
<td>(3 credits)</td>
<td>3</td>
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<tr>
<td>CGS 1060C</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1017</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>HUMANITIES/FINE ARTS (3 credits)</td>
<td></td>
<td>3</td>
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<tr>
<td>AML 1000</td>
<td>American Literature</td>
<td>3</td>
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<tr>
<td>MATH (6 CREDIT HOURS)</td>
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<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
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<tr>
<td>OR</td>
<td></td>
<td></td>
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<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
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<tr>
<td>STA 2014</td>
<td>Statistics (required)</td>
<td>3</td>
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<tr>
<td>SOCIAL SCIENCE (3 credits)</td>
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<tr>
<td>POS 1041</td>
<td>Political Science</td>
<td>3</td>
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<tr>
<td>NATURAL SCIENCE (3 credits)</td>
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<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
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<tr>
<td>BEHAVIORAL SCIENCE (3 credits)</td>
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<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

123 CREDITS
LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)
BCN 1251C Building Construction Drawing 3 credits
BCT 1770 Construction Estimating 3 credits
BCT 1767 OSHA Standards 3 credits
BCT 1706 Construction Documents 3 credits
BCN 2020 Introduction to Construction Techniques 3 credits
BCN 1014 Introduction to Sustainability 3 credits

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)
IDS 1021 Interdisciplinary Study I 3 credits
IDS 1022 Interdisciplinary Study 2 3 credits
IDS 1023 Interdisciplinary Study 3 3 credits
IDS 1024 Interdisciplinary Study 4 3 credits
IDS 1025 Interdisciplinary Study 5 3 credits
IDS 1026 Interdisciplinary Study 6 3 credits
IDS 1027 Interdisciplinary Study 7 3 credits

* The IDS courses allow credit for appropriate prior learning. Construction, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Associate Dean.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)
BCN 3762 Codes and Standards 3 credits
BCN 3223 Soil Mechanics for Construction 3 credits
MAN 3065 Business Ethics 3 credits
BCN 3201 Mechanical and Electrical Systems 3 credits
BCN 3708 Construction Contracts 3 credits
BCN 4612 Construction Cost Estimating 3 credits
BCN 4703C Managing a Construction Project 3 credits
BCN 3224C Construction Techniques of Superstructures 3 credits
BCN 4510 Mechanical Systems: Heating and Cooling 3 credits
BCN 4720 Construction Scheduling 3 credits
BCN 4284C Construction Layout Planning 3 credits
BCN 4730 Construction Safety 3 credits
BCN 4590 LEED Certification and Green Sustainability 3 credits
BCN 3411 Statics and Strengths of Materials 3 credits
BCN 4740 Construction Law 3 credits
BCN 3461 Concrete Masonry Design in Construction 3 credits
BCN 3753 Financial Control of Construction Organizations 3 credits
BCN 4709C Construction Management Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

GRADUATE PROGRAMS OF STUDY

MASTER'S DEGREE IN PUBLIC HEALTH ADMINISTRATION
The curriculum is designed to allow the student to acquire a Master’s Degree in Public Health Administration as well as prepare him/her for a career in Public Health Administration. This degree will prepare the student for a career beyond entry-level in Public Health Administration.

The program leading to the Master’s Degree in Public Health Administration (MPH) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of Public Health Administration through an analytical, decision-making process which focuses on solving practical problems.

MASTER’S DEGREE IN PUBLIC HEALTH ADMINISTRATION DESCRIPTION:
The MPH curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Public Health Administration professionals come from varying educational backgrounds and can specialize in an array of fields. A host of specialists, including teachers, journalists, researchers, administrators, environmentalists, demographers, social workers, laboratory scientists, and attorneys, work to protect the health of the public.

PROGRAM OBJECTIVES:
The Master’s Degree in Public Health Administration (MPH) seeks to provide students with a well-rounded view of the field of public health. Graduates will be able to confront complex health issues, such as improving access to health care, controlling infectious disease, influencing health policy, community health assessment, and epidemiology. The degree program offers personal fulfillment by working towards improving the public’s health and well-being.

PROGRAM OUTLINE:
To receive a Master’s Degree in Public Health Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN PUBLIC HEALTH ADMINISTRATION COURSES:
PUBLIC HEALTH ADMINISTRATION REQUIRED COURSES (21 CREDITS)
HSA 5103 Introduction to US Healthcare Systems 3 credits
PHC 5000 Principles of Epidemiology 3 credits
HSA 5152 Influencing Healthcare Policy 3 credits
PHC 5102 Public Health Administration Practices 3 credits
PHC 6706 Research Methods in Public Health 3 credits
PHC 6750 Community Health Assessment 3 credits
PHC 6050 Biostatistics 3 credits

PUBLIC HEALTH ADMINISTRATION ELECTIVE COURSES (12 CREDITS)
MAN 5244 Advanced Organizational Behavior 3 credits
MAN 5147 Leadership Skills for Managers 3 credits
MAN 5305 Human Resource Management 3 credits
GEB 5895 Business Policy and Decision Making 3 credits

CAPSTONE COURSE (3 CREDITS)
PHC 5936 Public Health Administration Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS
MASTER'S DEGREE IN PUBLIC HEALTH ADMINISTRATION
with a Concentration in Complementary and Alternative Medicine (CAM)

The curriculum is designed to allow the student to acquire a Master’s Degree in Public Health Administration as well as prepare him/her for a career in Public Health Administration. This degree will prepare the student for a career beyond entry-level in Public Health Administration with a Concentration in CAM. The program leading to the Master’s Degree Public Health Administration—Concentration in CAM (MPHCAM) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of Public Health Administration through an analytical, decision-making process which focuses on solving practical problems.

MASTER'S DEGREE IN PUBLIC HEALTH ADMINISTRATION—CONCENTRATION IN CAM

DESCRIPTION:
The Master’s Degree Public Health Administration (MPHCAM) seeks to provide students with a well-rounded view of the field of public health. Graduates will be able to confront complex health issues, such as improving access to health care, controlling infectious disease, influencing healthcare policy, community health assessment, and epidemiology with a component of complementary and alternative medical approaches. The degree program offers personal fulfillment by working towards improving the public’s health and well-being.

PROGRAM OBJECTIVES:
The Master’s Degree Public Health Administration (MPHCAM) seeks to provide students with a well-rounded view of the field of public health. Graduates will be able to confront complex health issues, such as improving access to health care, controlling infectious disease, influencing healthcare policy, community health assessment, and epidemiology with a component of complementary and alternative medical approaches. The degree program offers personal fulfillment by working towards improving the public’s health and well-being.

PROGRAM OUTLINE:
To receive a Master’s Degree Public Health Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN PUBLIC HEALTH ADMINISTRATION COURSES:
PUBLIC HEALTH ADMINISTRATION COURSES (21 CREDITS)
HSA 5103 Introduction to US Healthcare Systems 3 credits
PHC 5000 Principles of Epidemiology 3 credits
HSA 5152 Influencing Healthcare Policy 3 credits
PHC 5102 Public Health Administration Practices 3 credits
PHC 6706 Research Methods in Public Health 3 credits
PHC 6750 Community Health Assessment 3 credits
PHC 6050 Biostatistics 3 credits

CONCENTRATION IN CAM COURSES (12 CREDITS)
PHC 6581 Complementary and Alternative Medical Approaches to Public Health 3 credits
PHC 6616 Practical Issues in Complementary and Alternative Medicine 3 credits
PHC 6615 CAM Approaches to Disease Control in the Urban Environment 3 credits
PHC 6521 CAM Approaches to Nutrition in Public Health 3 credits

CAPSTONE COURSE (3 CREDITS)
PHC 5936 Public Health Administration Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

MASTER'S DEGREE IN PUBLIC HEALTH ADMINISTRATION
with a Concentration in Functional Nutrition

The curriculum is designed to allow the student to acquire a Master’s Degree in Public Health Administration as well as prepare him/her for a career in Public Health Administration. This degree will prepare the student for a career beyond entry-level in Public Health Administration with a Concentration in Functional Nutrition. The program leading to the Master’s Degree Public Health Administration—Concentration in Functional Nutrition (MPHFN) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of Public Health Administration through an analytical, decision-making process which focuses on solving practical problems.

MASTER'S DEGREE IN PUBLIC HEALTH ADMINISTRATION—CONCENTRATION IN FUNCTIONAL NUTRITION

DESCRIPTION:
The Master’s Degree Public Health Administration (MPHFN) seeks to provide students with a well-rounded view of the field of public health. Graduates will be able to confront complex health issues, such as evidence based nutrition, controlling infectious disease, whole foods for health and wellness, nutritional assessment, and epidemiology with a component of functional nutrition approaches. The degree program offers personal fulfillment by working towards improving the public’s health and well-being.

PROGRAM OBJECTIVES:
The Master’s Degree Public Health Administration (MPHFN) seeks to provide students with a well-rounded view of the field of public health. Graduates will be able to confront complex health issues, such as evidence based nutrition, controlling infectious disease, whole foods for health and wellness, nutritional assessment, and epidemiology with a component of functional nutrition approaches. The degree program offers personal fulfillment by working towards improving the public’s health and well-being.

PROGRAM OUTLINE:
To receive a Master’s Degree Public Health Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN PUBLIC HEALTH ADMINISTRATION COURSES:
PUBLIC HEALTH ADMINISTRATION COURSES (21 CREDITS)
HSA 5103 Introduction to US Healthcare Systems 3 credits
PHC 5000 Principles of Epidemiology 3 credits
HSA 5152 Influencing Healthcare Policy 3 credits
PHC 5102 Public Health Administration Practices 3 credits
PHC 6706 Research Methods in Public Health 3 credits
PHC 6750 Community Health Assessment 3 credits
PHC 6050 Biostatistics 3 credits

CONCENTRATION IN FUNCTIONAL NUTRITION COURSES (12 CREDITS)
HUN 521 Introduction to Functional Nutrition 3 credits
HUN 524 Nutritional Assessment 3 credits
HUN 555 Whole Foods-Healing Foods 3 credits
HUN 572 Approaches to Evidence Based Nutrition 3 credits

CAPSTONE COURSE (3 CREDITS)
PHC 5936 Public Health Administration Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS
The Master's Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

**PROGRAM OBJECTIVES:**
To receive a Master's Degree in Aviation Science students must complete 36 credit hours as described below.

**PROGRAM OUTLINE:**
To receive a Master's Degree in Aviation Science students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

**MASTER'S DEGREE IN AVIATION SCIENCE COURSES:**

**AVIATION SCIENCE COURSES (21 CREDITS)**
- ASC 6475 Aviation Human Factors and Psychology: 3 credits
- AVM 6670 Aviation Safety Program Management: 3 credits
- ASC 6390 The Airway Transportation System: 3 credits
- ASC 6335 Aerospace Communication Systems: 3 credits
- ASC 6660 Aerospace Simulation Systems: 3 credits
- ASC 6520 Aerospace Technology Development: 3 credits
- AVM 6931 Contemporary Issues and Trends in Aviation: 3 credits

**AVIATION SCIENCE ELECTIVE COURSES (12 CREDITS)**
- AVM 6130 Aviation Logistics Management: 3 credits
- AVM 6412 Airfield Operations and Management: 3 credits
- AVM 6445 Security for the Aviation Industry: 3 credits
- AVM 6517 Airline Operations and Management: 3 credits

**AVIATION CAPSTONE COURSE (3 CREDITS)**
- ASC 6955 Aviation Graduate Capstone Course: 3 credits

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**
- 36 CREDITS

**MASTER'S DEGREE IN AVIATION SCIENCE with a Concentration in Aviation Security**

The Master's Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

**PROGRAM OBJECTIVES:**
To receive a Master's Degree in Aviation Science-Concentration in Aviation Security will apply the knowledge and skills learned throughout the program by completing a required Capstone Project in the last semester.

**PROGRAM OUTLINE:**
To receive a Master's Degree in Aviation Science students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

**MASTER'S DEGREE IN AVIATION SCIENCE- CONCENTRATION IN AVIATION SECURITY COURSES:**

**REQUIRED CORE AVIATION COURSES (21 CREDITS)**
- ASC 6475 Aviation Human Factors and Psychology: 3 credits
- AVM 6670 Aviation Safety Program Management: 3 credits
- ASC 6390 The Airway Transportation System: 3 credits
- ASC 6335 Aerospace Communication Systems: 3 credits
- ASC 6660 Aerospace Simulation Systems: 3 credits
- ASC 6520 Aerospace Technology Development: 3 credits
- AVM 6931 Contemporary Issues and Trends in Aviation: 3 credits

**AVIATION SECURITY COURSES (12 CREDITS)**
- AVM 6445 Security for the Aviation Industry: 3 credits
- ASC 6039 Earth Observation Systems and Remote Sensing: 3 credits
- AVM 6449 Global Transportation Security: 3 credits
- AVM 6448 Legal Trends in National Security and Counterterrorism: 3 credits

**AVIATION CAPSTONE COURSE (3 CREDITS)**
- ASC 6955 Aviation Graduate Capstone Course: 3 credits

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**
- 36 CREDITS
MASTER’S DEGREE IN AVIATION SCIENCE with a Concentration in Aviation Operations Management

The Master’s Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

MASTER’S DEGREE IN AVIATION SCIENCE- CONCENTRATION IN AVIATION OPERATIONS MANAGEMENT DESCRIPTION:

Designed for aviation professionals, the Master’s Degree in Aviation Science offers a rigorous, broad-based curriculum for students to gain a mastery of the aviation field. Students will complete technical aviation coursework that will include intensive analysis of airway transportation systems, aerospace communication systems, aviation human factors and psychology as well as a concentration in Aviation Operations Management coursework including Security for the Aviation Industry, Airfield Operations and Management, Aviation Logistics Management, and Airline Operations and Management. This Concentration will provide an in depth knowledge to excel in and achieve higher positions in management within the aviation industry. Students of the Master’s Degree in Aviation Science-Concentration in Aviation Operations Management will apply the knowledge and skills learned throughout the program by completing a required Capstone Project in the last semester.

PROGRAM OBJECTIVES:
The Master’s Degree in Aviation Science provides a unique learning experience for aviation industry professionals. By combining a variety of aviation and aerospace courses, the program will enable graduates to broaden their knowledge of the aviation industry, and understand relevant theories and principles of aerospace and their application to real-world situations in the aviation industry. Graduates will be skilled in advanced research and formal writing techniques and will become more versatile within the aviation industry.

PROGRAM OUTLINE:
To receive a Master’s Degree in Aviation Science students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN AVIATION SCIENCE- CONCENTRATION IN AVIATION OPERATIONS MANAGEMENT COURSES:

REQUIRED CORE AVIATION COURSES (21 CREDITS)

ASC 6475 Aviation Human Factors and Psychology 3 credits
AVM 6670 Aviation Safety Program Management 3 credits
ASC 6390 The Airway Transportation System 3 credits
ASC 6335 Aerospace Communication Systems 3 credits
ASC 6660 Aerospace Simulation Systems 3 credits
ASC 6520 Aerospace Technology Development 3 credits
AVM 6931 Contemporary Issues and Trends in Aviation 3 credits

CONCENTRATION IN AVIATION OPERATIONS MANAGEMENT COURSES (12 CREDITS)

AVM 6445 Security for the Aviation Industry 3 credits
AVM 6412 Airfield Operations and Management 3 credits
AVM 6130 Aviation Logistics Management 3 credits
AVM 6517 Airline Operations and Management 3 credits

AVIATION CAPSTONE COURSE (3 CREDITS)

ASC 6955 Aviation Graduate Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

MASTER’S DEGREE IN AVIATION SCIENCE with a Concentration in Business Administration

The Master’s Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

MASTER’S DEGREE IN AVIATION SCIENCE- CONCENTRATION IN BUSINESS ADMINISTRATION DESCRIPTION:

Designed for aviation professionals, the Master’s Degree in Aviation Science offers a rigorous, broad-based curriculum for students to gain a mastery of the aviation field. Students will complete technical aviation coursework that will include intensive analysis of airway transportation systems, aerospace communication systems, aviation human factors and psychology as well as a concentration in Business Administration coursework including Leadership Skills for Managers, Advanced Organizational Behavior, Human Resource Management, and Marketing Management. This Concentration will provide an in depth business knowledge to excel in and achieve higher positions within the aviation industry as well as other industries. Students of the Master’s Degree in Aviation Science-Concentration in Business Administration will apply the knowledge and skills learned throughout the program by completing a required Capstone Project in the last semester.

PROGRAM OBJECTIVES:
The Master’s Degree in Aviation Science provides a unique learning experience for aviation industry professionals. By combining a variety of aviation and aerospace courses, the program will enable graduates to broaden their knowledge of the aviation industry, and understand relevant theories and principles of aerospace and their application to real-world situations in the aviation industry. Graduates will be skilled in advanced research and formal writing techniques and will become more versatile within the aviation industry.

PROGRAM OUTLINE:
To receive a Master’s Degree in Aviation Science students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN AVIATION SCIENCE- CONCENTRATION IN BUSINESS ADMINISTRATION COURSES:

REQUIRED CORE AVIATION COURSES (21 CREDITS)

ASC 6475 Aviation Human Factors and Psychology 3 credits
AVM 6670 Aviation Safety Program Management 3 credits
ASC 6390 The Airway Transportation System 3 credits
ASC 6335 Aerospace Communication Systems 3 credits
ASC 6660 Aerospace Simulation Systems 3 credits
ASC 6520 Aerospace Technology Development 3 credits
AVM 6931 Contemporary Issues and Trends in Aviation 3 credits

CONCENTRATION IN BUSINESS ADMINISTRATION COURSES (12 CREDITS)

MAN 5147 Leadership Skills for Managers 3 credits
MAN 5244 Advanced Organizational Behavior 3 credits
MAN 5305 Human Resource Management 3 credits
GEB 5895 Business Policy and Decision Making 3 credits

AVIATION CAPSTONE COURSE (3 CREDITS)

ASC 6955 Aviation Graduate Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS
MASTER’S DEGREE IN ENTREPRENEURSHIP
The curriculum is designed to allow the student to acquire a Master’s Degree in Entrepreneurship as well as prepare him/her for a career as an Entrepreneur. The program leading to the Master’s Degree in Entrepreneurship focuses on the behaviors and attributes required to operate successfully within the entrepreneurial environment. Entrepreneurs are the driving force in the U.S. and World Economies and this program helps develop entrepreneurial leaders.

MASTER’S DEGREE IN ENTREPRENEURSHIP DESCRIPTION:
The Master’s Degree in Entrepreneurship provides a challenging learning environment with an emphasis on entrepreneurial theories and practice for students of diverse backgrounds. This program provides students with the skills needed to understand the risks and rewards associated with developing a working model from which to start an innovative business venture.

PROGRAM OBJECTIVES:
The Master’s Degree in Entrepreneurship is designed to prepare students for the application of theories and concepts needed to start innovative business ventures. Graduates will understand entrepreneurial concepts and business strategies. Graduates of the Master’s Degree in Entrepreneurship will be able to analyze various models and demonstrate effective decision making practices.

PROGRAM OUTLINE:
To receive a Master’s Degree in Entrepreneurship students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN ENTREPRENEURSHIP COURSES:

ENTREPRENEURSHIP COURSES (33 CREDITS)
ENT 6006 Entrepreneurship 3 credits
MAN 5147 Leadership Skills for Managers 3 credits
MAR 5416 Strategic Sales and Marketing Management 3 credits
MAN 5244 Advanced Organizational Behavior 3 credits
ACG 5075 Accounting for Decision Makers 3 credits
GEB 6896 Business Strategy for Competitive Advantage 3 credits
MAR 5158 Marketing Management 3 credits
CGS 6037 Entrepreneurial Innovation and Technology 3 credits
FIN 5409 Managerial Finance 3 credits
GEB 6118 New Venture Creation 3 credits
ENT 6706 Global Business Ventures 3 credits
ENTREPRENEURSHIP CAPSTONE COURSE (3 CREDITS)
ENT 6900 Entrepreneurship Capstone Course 3 credits
TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

MASTER’S DEGREE IN BUSINESS ADMINISTRATION
The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

MASTER’S DEGREE IN BUSINESS ADMINISTRATION DESCRIPTION:
The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence.

PROGRAM OBJECTIVES:
The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and
organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

PROGRAM OUTLINE:
To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN BUSINESS ADMINISTRATION COURSES:

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<th>BUSINESS ADMINISTRATION COURSES (21 CREDITS)</th>
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<tr>
<td>GEB 5898 Applied Managerial Statistics</td>
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<td>GEB 5895 Business Policy and Decision Making</td>
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<tr>
<th>BUSINESS ADMINISTRATION ELECTIVE COURSES (12 CREDITS)</th>
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<tr>
<td>CIS 5026 Information Technology Applications in Decision Making</td>
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<tr>
<td>ECP 6702 Managerial Economics</td>
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<td>MAR 5416 Strategic Sales and Marketing Management</td>
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<td>MAN 5244 Advanced Organizational Behavior</td>
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<th>BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)</th>
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<tr>
<td>GEB 6936 Graduate Business Capstone Course</td>
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TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

“Everglades has helped me to reinforce my goal: go out and help the world become more aware of living a healthy and longer life. If I hadn’t come to Everglades I would not have the opportunity to show that I am knowledgeable about health and wellness.”

– Patricia Evans
Alternative Medicine Graduate, 2014

MASTER’S DEGREE IN BUSINESS ADMINISTRATION with a Concentration in Accounting for Managers
The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

MASTER’S DEGREE IN BUSINESS ADMINISTRATION DESCRIPTION:
The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA-Concentration in Accounting for Managers with courses such as Federal Income Taxation for Managers, and Financial Statement Analysis for Managers will strengthen graduates business and management skills with an emphasis on accounting from a perspective unique to managers.
PROGRAM OBJECTIVES:
The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

PROGRAM OUTLINE:
To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’S DEGREE IN BUSINESS ADMINISTRATION COURSES:

BUSINESS ADMINISTRATION COURSES (21 CREDITS)
- ACG 5075 Accounting for Decision Makers 3 credits
- MAN 5147 Leadership Skills for Managers 3 credits
- FIN 5409 Managerial Finance 3 credits
- MAN 5305 Human Resource Management 3 credits
- MAR 5158 Marketing Management 3 credits
- GEB 5898 Applied Managerial Statistics 3 credits
- GEB 5895 Business Policy and Decision Making 3 credits

CONCENTRATION IN ACCOUNTING COURSES (12 CREDITS)
- ACG 6305 Advanced Managerial Accounting 3 credits
- TAX 6726 Federal Income Taxation for Managers 3 credits
- ACG 6395 Financial Statement Analysis for Managers 3 credits
- ACG 6026 Accounting and Financial Reporting for Managers 3 credits

BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)
- GEB 6936 Graduate Business Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

“ I have been working in my industry for eleven years. The company I’m working for is looking for BS/BA grads. I chose to pursue my BS to further my career. Numerous instructors and Dean Carr helped me continue my studies when my job forced me to work out of town. Everglades helped me reach my next step in my career path. Lessons learned here will help me continue taking those steps toward my future.”

– Nate Curtis
Construction Management Bachelor’s Degree Graduate, 2014

MASTER’S DEGREE IN BUSINESS ADMINISTRATION with a Concentration in Aviation Management
The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

MASTER’S DEGREE IN BUSINESS ADMINISTRATION DESCRIPTION:
The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA Concentration in Aviation Management with courses such as Airfield Operations and Management, Aviation Logistics Management, and Aviation Safety Program Management will strengthen graduates business and management skills with an emphasis on aviation management.
**PROGRAM OBJECTIVES:**
The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

**PROGRAM OUTLINE:**
To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

**MASTER'S DEGREE IN BUSINESS ADMINISTRATION COURSES:**

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<tr>
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<th>Course Title</th>
<th>Credits</th>
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<td>MAN 5147</td>
<td>Leadership Skills for Managers</td>
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<td>FIN 5409</td>
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<td>MAN 5305</td>
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<td>MAR 5158</td>
<td>Marketing Management</td>
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<td>Applied Managerial Statistics</td>
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<td>GEB 5895</td>
<td>Business Policy and Decision Making</td>
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**CONCENTRATION IN AVIATION MANAGEMENT COURSES (12 CREDITS)**

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<td>AVM 6412</td>
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<td>AVM 6130</td>
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<td>AVM 6517</td>
<td>Airline Operations and Management</td>
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<td>AVM 6670</td>
<td>Aviation Safety Program Management</td>
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**BUSINESS ADMINISTRATION CAPSTONE COURSES (3 CREDITS)**

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<tr>
<td>GEB 6936</td>
<td>Graduate Business Capstone Course</td>
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**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

36 CREDITS

"The alt med program helped me be able to no longer take prescription meds for a chronic illness I was diagnosed with in 1997."

– Michelle Hennessy

Alternative Medicine Graduate, 2015

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**MASTER'S DEGREE IN BUSINESS ADMINISTRATION with a Concentration in Construction Management**

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

**MASTER'S DEGREE IN BUSINESS ADMINISTRATION DESCRIPTION:**

The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA-Concentration in Construction Management with courses such as Strategic Management of Construction Organizations, Advanced Construction Estimating, and Legal Aspects in Construction will strengthen graduates business and management skills with an emphasis on construction management.
PROGRAM OBJECTIVES:
The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

PROGRAM OUTLINE:
To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

MASTER’s DEGREE IN BUSINESS ADMINISTRATION COURSES:

BUSINESS ADMINISTRATION COURSES (21 CREDITS)

- ACG 5075 Accounting for Decision Makers 3 credits
- MAN 5147 Leadership Skills for Managers 3 credits
- FIN 5409 Managerial Finance 3 credits
- MAN 5305 Human Resource Management 3 credits
- MAR 5158 Marketing Management 3 credits
- GEB 5898 Applied Managerial Statistics 3 credits
- GEB 5895 Business Policy and Decision Making 3 credits

CONCENTRATION IN CONSTRUCTION MANAGEMENT COURSES (12 CREDITS)

- BCN 6772C Strategic Management of Construction Organizations 3 credits
- BCN 6618C Advanced Construction Estimating 3 credits
- BCN 6728C Construction Scheduling and Planning Strategy 3 credits
- BCN 6746C Legal Aspects in Construction 3 credits

BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)

- GEB 6936 Graduate Business Capstone Course 3 credits

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

“Everglades University provided a job fair and I got hired by Blue Waters Builders which was my first construction job in Florida. To my fellow students, never give up and always pursue your career and goals.”

– Eric Swain
Construction Management Graduate, 2015

MASTER’s DEGREE IN BUSINESS ADMINISTRATION with a Concentration in Human Resource Management

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

MASTER’s DEGREE IN BUSINESS ADMINISTRATION DESCRIPTION:
The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA-Concentration in Human Resource Management with courses such as Employment Law, Recruitment, Selection and Placement, and Training and Development will strengthen graduates business and management skills with an emphasis on human resource management.
**PROGRAM OBJECTIVES:**
The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

**PROGRAM OUTLINE:**
To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

**MASTER’S DEGREE IN BUSINESS ADMINISTRATION COURSES:**

- **BUSINESS ADMINISTRATION COURSES (21 CREDITS)**
  - ACG 5075 Accounting for Decision Makers 3 credits
  - MAN 5147 Leadership Skills for Managers 3 credits
  - FIN 5409 Managerial Finance 3 credits
  - MAN 5305 Human Resource Management 3 credits
  - MAR 5158 Marketing Management 3 credits
  - GEB 5898 Applied Managerial Statistics 3 credits
  - GEB 5895 Business Policy and Decision Making 3 credits

- **CONCENTRATION IN HUMAN RESOURCE MANAGEMENT COURSES (12 CREDITS)**
  - MAN 5244 Advanced Organizational Behavior 3 credits
  - MAN 6403 Employment Law 3 credits
  - MAN 6365 Recruitment, Selection and Placement 3 credits
  - MAN 6351 Training and Development 3 credits

- **BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)**
  - GEB 6936 Graduate Business Capstone Course 3 credits

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**
36 CREDITS

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“Dr. Ivanova and Dr. Frankel were wonderful instructors who went above and beyond to help me in algebra, chemistry courses, and physics. So many of the instructors were wonderful and really cared about student success. They knew the subjects and stimulated discussions that helped us learn the course content.”

*Andrea Kenney Rafferty*  
Alternative Medicine Graduate, 2014

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**MASTER’S DEGREE IN BUSINESS ADMINISTRATION with a Concentration in Project Management**
The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

**MASTER’S DEGREE IN BUSINESS ADMINISTRATION DESCRIPTION:**
The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general business principles and decision-making techniques that provide a base for continued learning and professional development. The MBA-Concentration in Project Management will provide graduates with advanced knowledge of project management theory and techniques, and strengthen their business and management skills.

**PROGRAM OBJECTIVES:**
The Master’s degree in Business Administration with a concentration in Project Management seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand general business operations. Graduates with a Master’s Degree in Business Administration with a concentration in Project Management will possess the skills needed to successfully manage projects.

**PROGRAM OUTLINE:**
To receive a Master’s Degree in Business Administration, students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

**MASTER’S DEGREE IN BUSINESS ADMINISTRATION COURSES:**

- **BUSINESS ADMINISTRATION COURSES (21 CREDITS)**
  - ACG 5075 Accounting for Decision Makers 3 credits
  - MAN 5147 Leadership Skills for Managers 3 credits
  - FIN 5409 Managerial Finance 3 credits
  - MAN 5305 Human Resource Management 3 credits
  - MAR 5158 Marketing Management 3 credits
  - GEB 5898 Applied Managerial Statistics 3 credits
  - GEB 5895 Business Policy and Decision Making 3 credits

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Programs of Study  
82 • Programs of Study  
83 • Programs of Study
CONCENTRATION IN PROJECT MANAGEMENT COURSES (12 CREDITS)
CIS 5026 Information Technology Applications in Decision Making 3 credits
MAN 6581 Project Management 3 credits
MAN 6048 Team Project Management 3 credits
MAN 6588 Current Topics in Project Management 3 credits
BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)
GEB 6936 Graduate Business Capstone Course 3 credits
TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

COURSE DESCRIPTIONS

ACG 2001 ACCOUNTING PRINCIPLES I 3 CREDITS
This course defines objectives of accounting and their relationship to business. It includes theories of debits and credits, classification of accounts, journalizing, preparation of financial statements, and the use of the trial balance.

ACG 2011 ACCOUNTING PRINCIPLES II 3 CREDITS
This course presents the accounting principles and concepts applicable for purchases, sales, inventory, prepaid expenses, plant assets, and accounting for sole proprietorships, partnerships, and corporations. Accrual method accounting procedures are discussed with end-of-year procedures and the financial statements. (Prerequisite: ACG 2001)

ACG 2450 ACCOUNTING INFORMATION SYSTEMS 3 CREDITS
This course presents accounting principles and concepts applicable to purchases, sales, inventory, prepaid expenses and other business transactions. Accrual method accounting procedures are discussed with end-of-year procedures and financial statements. Accounting software is used to set up an entire company, record transactions, prepare accounting reports and analyze statements (Prerequisite: ACG 2011)

ACG 3301 MANAGERIAL ACCOUNTING AND FINANCIAL ANALYSIS 3 CREDITS
Covers the basic principles of accounting and financial management as related to managerial decision making. Financial statement and annual report analysis, cash budgeting, capital management, long-term financing and financial forecasting are some of the topics covered. (Prerequisite: ACG 2011)

ACG 5075 ACCOUNTING FOR DECISION MAKERS 3 CREDITS
This course studies actual design of computer-based cost accounting and control systems for manufacturing and service organizations at the professional level. Topics include implications of various cost management systems in today's global context, a study of the strategic cost management approach and various manufacturing and service operation modes, and actual design of computer-based cost systems.

ACG 6026 ACCOUNTING AND FINANCIAL REPORTING FOR MANAGERS 3 CREDITS
This course studies the role and responsibility of managers and business owners related to accounting and financial reporting. Topics include the responsibility for internal controls, financial reporting and disclosures, compliance with accounting related regulations and ethical implications.

ACG 6305 ADVANCED MANAGERIAL ACCOUNTING 3 CREDITS
This course studies decision-making, planning, controlling and organizational operations through account management and information. Through in-depth analysis, current literature and projects, students will explore accounting-based decision making processes from management perspectives.

ACG 6395 FINANCIAL STATEMENT ANALYSIS FOR MANAGERS 3 CREDITS
This course studies the basic techniques used to understand and analyze financial statements. Topics include interpreting required financial data, understanding the types of financial information available in the public and their purposes, and formulating an approach to ensure an enterprise's overall financial health.

AMH 1010 AMERICAN HISTORY PRE 1876 3 CREDITS
This course examines American history from 1492 to 1876 by focusing on political, economic and diplomatic events.

AMH 1020 AMERICAN HISTORY POST 1876 3 CREDITS
This course examines American history since 1876 by focusing on political, economic and diplomatic events.

AML 1000 AMERICAN LITERATURE 3 CREDITS
This course explores selected major works of American literature. Encompassing a wide range of time, the course includes works by a variety of American authors. Historical background and social forces that shape literature are emphasized, and literary genres and elements are explored.

ASC 100 UNMANNED AERIAL SYSTEMS FUNDAMENTALS 3 CREDITS
This course is a survey of unmanned aerial systems (UAS), emphasizing the history, development, and application, both military and commercial, of UAS. The course will include design concepts, powerplants, control systems, and communication technologies currently utilized in UAS as well as those likely to be used in the near future.

ASC 1010 HISTORY OF AVIATION 3 CREDITS
A survey of aviation from its beginnings, from myths to balloon flights, gliders to powered flight, through the jet age, and into the space age. Students will be introduced to the effects of wars on the development of civil and military aircraft and will learn about significant achievements and contributors to the advancement of aviation with emphasis on the development of aviation in the United States.

ASC 1100 INTRODUCTION TO AERONAUTICS 3 CREDITS
An introduction to aviation designed to provide students with a basic understanding of flight theory, aircraft components, navigation concepts, communication procedures, airports, airspace, and air traffic in the United States. Students will also be introduced to the missions of the FAA, NTSB, and NASA.

ASC 200 UAS REGULATIONS 3 CREDITS
This course reviews current Federal Aviation Administration (FAA) regulations regarding the course. The course will provide an understanding of the standards and regulations applicable to UAS as well as the policy trends critical
to the planning, operating, and safety of all UAS flights. The course will also examine the current trends and future directions of UAS policy.

ASC 2310 FEDERAL AVIATION REGULATIONS 3 CREDITS
A course designed to familiarize students with the federal regulatory processes that govern aviation activities in the United States. Students will learn to access regulations pertaining to pilots, aircraft operations and maintenance, air carriers, and airport operations.

ASC 2320 AVIATION LAW AND REGULATIONS 3 CREDITS
Insight pertinent to federal governing bodies and current local, federal, and international laws forming the present structure of aviation law.

ASC 300 UAS SENSING SYSTEMS 3 CREDITS
This course discusses the various sensing systems that can be employed by UAS. Course topics will include the planning and conduct of various UAS missions, and the selection of the proper UAS and use of the appropriate sensing systems to support mission success.

ASC 3035 CORPORATE SECURITY 3 CREDITS
The student will be exposed to issues in the field of private/corporate security as it relates to the aviation industry and the use of private security firms and public law enforcement to further strengthen and enhance measures to protect life, data and property. Students will have dialog as it relates to security needs of business and private establishments and the threats that may exist on a local, national and global level. (Prerequisite: ASC 201)

ASC 3211 AVIATION METEOROLOGY 3 CREDITS
A study of the concepts of meteorology, temperature, pressure, moisture, stability, clouds, air masses, fronts, thunderstorms, icing, fog, and an analysis and use of weather data. Includes interpretation of the U.S. Weather Bureau maps, reports and forecasts as they relate to aviation. (Prerequisite: ASC 1100)

ASC 3471 PHYSIOLOGY OF FLIGHT 3 CREDITS
An in-depth study of aeromedical factors significant to flight crews and passengers. Students learn the causes, symptoms, prevention and emergency treatment of potential physical ailments of an airborne environment. (Prerequisite: ASC 1100)

ASC 350 UAS ROBOTICS AND SOFTWARE 3 CREDITS
This class provides an overview of the various components of the UAS, including the vehicle itself, communications, data links and control stations. Other considerations include aspects of autopilot programming and flight plan development.

ASC 3551 AERODYNAMICS 3 CREDITS
A study of the aerodynamic principles of flight, stability, control, and performance. Students will study airfoil design, and the characteristics of subsonic, transonic, and supersonic flight. (Prerequisites: ASC 1100 and MGF 2106 or MAC 1105)

ASC 3611 AIRCRAFT ENGINES 3 CREDITS
This course covers aircraft engine types and theory, materials, construction and structure, electrical, fuel, pressurization, anti-icing, heating, performance diagnosis, and power sources. Reciprocating and turbine engine characteristics are reviewed. (Prerequisite: ASC 1100)

ASC 3612 AIRCRAFT SYSTEMS 3 CREDITS
A detailed study of aircraft systems, their various sources of power, and the functional application of mechanisms operated by these systems. Topics include environmental, ignition, lubrication, hydraulic, calculations, and theory of operations. (Prerequisite: ASC 1100)
ASC 6660 AEROSPACE SIMULATION SYSTEMS 3 CREDITS
A study of aerospace simulation systems that includes historical and current developments. The course focuses on the use of flight and other avionics simulator applications throughout the aerospace industry. Applications of simulation in civil, military, private and general aviation are examined.

ASC 6915 RESEARCH METHODS IN AVIATION 3 CREDITS
An in-depth study of current research methods including problem identification, hypothesis formulation, design and use of data gathering tools, and data analysis. Students will develop, and submit for approval, a formal proposal for the Graduate Thesis.

ASC 6955 AVIATION GRADUATION CAPSTONE COURSE 3 CREDITS
In this final course, students will demonstrate the knowledge, skills, and competencies acquired throughout the graduate program by completing a capstone project, using available resources and a practical approach based on sound methodologies.

ATT 2820 AIR TRAFFIC CONTROL 3 CREDITS
This course introduces students to the national air traffic control system including ARTCC’s, TRACON’s, and control towers. Students will learn the basics of ATC communications, radar approach procedures, and nonradar operations. (Prerequisite: ASC 1100)

AVM 1440 AVIATION AND AIRPORT SECURITY 3 CREDITS
An introduction and analysis of the regulations and laws governing airport and airline security, including an in-depth look at Federal Aviation Regulations (FARS) 107, 108, 121, 129, and 191. Topics of discussion include: a historical perspective and events that have led to the evolution of aviation security, preventive measures, and current trends in security. An introduction to terrorist activities, motives, weapons of mass destruction, and counter-measures at threats to aviation.

AVM 2001 INTRODUCTION TO AVIATION SECURITY 3 CREDITS
This course provides an introduction to and an overview of the historical development of the security profession and the role of security today as part of the aviation community and the safety of passengers and cargo. The current security disciplines, such as contract security, industrial security and aviation security will be explored.

AVM 2120 AIR CARGO 3 CREDITS
This course explores the basic principles of several modes of transportation; air, sea, rail, highway and pipeline. The importance of each mode along with their benefits and limitations will be studied. The competition between the different modes, the future of the modes, and their interaction with each other will be explored.

AVM 2301 GENERAL AVIATION MARKETING MANAGEMENT 3 CREDITS
Students are introduced to basic marketing concepts and procedures involved in the sale of aircraft and components to private, business, and government sectors. Emphasis is placed on transportation needs assessment and management of general aviation aircraft. Students study the varied uses of aircraft and are introduced to the role of the fixed base operator.

AVM 3110 FIXED BASE OPERATIONS AND FLIGHT SCHOOL MANAGEMENT 3 CREDITS
A study of the factors involved with running an FBO and FAA approved Part 141 Flight School. Students study aircraft evaluation and selection, training programs, in-house vs. outsourced maintenance programs, scheduling procedures, budgeting and Certified/Chief Flight Instructor qualifications. (Prerequisite: ASC 2310 or ASC 2320)

AVM 3240 AVIATION INSURANCE AND RISK MANAGEMENT 3 CREDITS
A study of insurance and risk management as they apply to the aviation industry. Students review the aviation industry as it applies to various aviation markets. (Prerequisite: ASC 2310 or ASC 2320)

AVM 3411 AIRPORT MANAGEMENT 3 CREDITS
Students are introduced to the major functions of airports and the principles of airport management. Students learn about the history of airports in the United States and are introduced to the basics of airport planning and land use, airport capacity, airport operations, and airport administration. (Prerequisite: ASC 1100)

AVM 3443 AIRPORT SECURITY 3 CREDITS
This course will cover several aspects related to aviation security to include physical and procedural controls, law and regulations of the Department of Homeland Security and finally the Transportation Security Administration and their role in security. Current threats, counter-terrorism measures, new technologies in the field and how they relate to the aviation industry will be discussed. (Prerequisite: ASC 201)

AVM 3516 AIRLINE MANAGEMENT 3 CREDITS
An in-depth study of current airline operations as it applies to various aviation markets. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4446 COUNTERTERRORISM AND AVIATION 3 CREDITS
This course will focus on the specific threat to the commercial aviation community from terrorism and the key federal and state agencies, the roles they play and how these agencies work together in the prevention of terrorists acts related to aviation. A historical overview of aviation terrorism is explored along with terrorist groups, targets, and tactics. (Prerequisite: ASC 201)

AVM 4447 NATIONAL SECURITY ISSUES AND TERRORISM 3 CREDITS
Although terrorism has been a known phenomenon for centuries, it has become the most frequent form of conflict in the late 20th century. Key aspects of national security and the current measures that are in place to prevent terrorism in the United States and abroad will be discussed. (Prerequisite: ASC 201)

AVM 4451 AIRPORT PLANNING 3 CREDITS
Covers principles of airport layout and design. Topics include geometric design, airport drainage, runway/ramp design, parking garages, passenger/cargo terminal layout, and highway accessibility. Examines government regulations and funding at all levels, airport capacity/future growth and community relations/interaction. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4470 AVIATION MAINTENANCE MANAGEMENT 3 CREDITS
A study of the structure and management of aircraft maintenance programs. Students will analyze the quality control and production control procedures and management for both general aviation and air carrier maintenance operations. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4530 CORPORATE AVIATION OPERATIONS 3 CREDITS
A study of the many factors involved with running a corporate aviation department. Students will study corporate aircraft evaluation and selection, flight operations, maintenance programs, scheduling procedures, budgeting, and crew training options. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4630 AVIATION LABOR RELATIONS 3 CREDITS
A comprehensive analysis of labor and management relationships in the aviation industry. Includes historical development of the airlines, unions, collective bargaining, labor contracts, government regulations/intervention, grievance procedures, and conflict resolution. Also examines current contemporary issues and problems facing the industry. (Prerequisite: ASC 2310 or ASC 2320)
AVM 4675 AVIATION SAFETY PROGRAMS 3 CREDITS
A study of aviation safety program development and principles. Emphasis is placed on accident prevention within aviation organizations. Students study existing safety programs and learn the functions and importance of safety managers in aviation organizations. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4914 AVIATION CAPSTONE COURSE 3 CREDITS
Through completion of a capstone project and presentation relevant to current and future issues in the aerospace/aviation industry students will demonstrate knowledge learned throughout their aviation degree program and apply this information to the real world. Students also complete a capstone examination that covers topics and learning objectives from previous aviation courses. (Prerequisite: Completion of all major courses.)

AVM 6130 AVIATION LOGISTICS MANAGEMENT 3 CREDITS
A study of the organization, inventory, warehousing, distribution and quality control principles of aviation logistics. Transportation methods, just-in-time inventories, life cycle cost analysis, computerized problem solving and logistical economics are studied.

AVM 6412 AIRFIELD OPERATIONS AND MANAGEMENT 3 CREDITS
A study of day-to-day operations and management of public use airports. Topics include management of airport facilities including terminal, ramp, taxiway and runway operations, pertinent Federal Aviation Regulations and Advisory Circulars, environmental effects of airports, public relations, economics and financing.

AVM 6445 SECURITY FOR THE AVIATION INDUSTRY 3 CREDITS
A study of the history, evolution, current state and future of airport and airline security. Plans and strategies for the future of aviation security are analyzed and discussed. Students are introduced to the government agencies and laws controlling airport and airline passenger security.

AVM 6448 LEGAL TRENDS IN NATIONAL SECURITY AND COUNTERTERRORISM 3 CREDITS
As terrorism has been the most frequent form of conflict in the late 20th century, the study of National Security and Terrorism has become a vital topic of discussion to prevent such acts. In today’s society, there are more forms of low intensity violence and overt terrorism. Ideological hardening, ethnic militancy, and religious revivalism have fueled terrorist ambitions. Three types of terrorism, classified on the basis of actors will be discussed: domestic (U.S.), international or group-directed, and state-sponsored and specifically how these threaten the safety of the commercial aviation community. Various methods of protection will be discussed in detail.

AVM 6449 GLOBAL TRANSPORTATION SECURITY 3 CREDITS
This course provides an in depth analysis of the operational and managerial procedures as well as critical management decisions required to maintain safety in transportation networks, vehicles, and facilities. Factors involving adequate defense of property are discussed.

AVM 6517 AIRLINE OPERATIONS AND MANAGEMENT 3 CREDITS
A study of airline operations, management and regulation of domestic and international air carriers. Topics include airline structure, strategic planning and organization, scheduling, finance and revenues, labor relations and maintenance.

AVM 6670 AVIATION SAFETY PROGRAM MANAGEMENT 3 CREDITS
A study of the concepts and principles used in the development and management of an effective aviation program. Course emphasis is placed on management and supervisory perspectives of educating and training of safety for aviation personnel.

AVM 6931 CONTEMPORARY ISSUES AND TRENDS IN AVIATION 3 CREDITS
Students will analyze and discuss current topics and issues relevant to various aspects of the aerospace industry.

AVS 3472 AVIATION HUMAN FACTORS 3 CREDITS
An in-depth analysis of how humans interact physiologically and psychologically within the aviation environment. The course includes study of ergonomics as it applies to all aspects of the aviation field. (Prerequisite: ASC 1100)

BCN 1014 INTRODUCTION TO SUSTAINABILITY 3 CREDITS
This course introduces students to sustainability from various perspectives ranging from individual lifestyles to government and strategies to national and international policies. Topics include protecting the current ecological and environmental welfare with a focus on preserving and improving these environments for future generations. At the conclusion of this course, students receive official recognition for the completion of the Introduction to Sustainability. Everglades University is an official USGBC Education Partner.

BCN 1251C BUILDING CONSTRUCTION DRAWING 3 CREDITS
Presentation of construction drawing which includes basic drafting techniques. A strong emphasis is placed on the use of applicable software for preparing construction drawings.

BCN 1272 BUILDING CONSTRUCTION PLANS 3 CREDITS
This course provides an overview of construction plans and specifications. The student learns to read and interpret working drawings with an emphasis on site, architectural and structural details. An introduction to mechanical and electrical plans is given.

BCN 200 INTRODUCTION TO SURVEYING LEGAL ENVIRONMENT 3 CREDITS
This class provides an introduction to the legal environment in which surveyors work. Surveying law is presented, along with its impacts to the various types of surveys, especially in relation to boundary control. Boundary history and creation, metes and bounds description, property transfer, easements and retracing sectionalized lands are among some of the topics covered.

BCN 2047 INTRODUCTION TO ALTERNATIVE AND RENEWABLE ENERGY REGULATIONS 3 CREDITS
This introductory course will cover various kinds of construction techniques of major infrastructures together with their histories. Construction trades are reviewed and compared.

BCN 2048 INTRODUCTION TO ALTERNATIVE AND RENEWABLE ENERGY MANAGEMENT TECHNIQUES 3 CREDITS
This introductory course covers the conventional and alternative sources of energy to include biofuels, sustainability and renewable energy sources and the management of the collection, distribution and use of alternative and renewable energy.

BCN 2559 INTRODUCTION TO LAND AND ENERGY POLICY MANAGEMENT 3 CREDITS
An introduction to land and energy policy as it relates to the management of land and mineral rights acquisition for fossil fuel and renewable energy resource development.

BCN 2560 MECHANICAL/ELECTRICAL SYSTEMS 3 CREDITS
Covers the mechanical/electrical equipment commonly required in high-rise residential and commercial buildings. Presents the fundamentals of Heating, Ventilation and Air Conditioning; electrical systems; communication systems; safety systems.

BCN 2793 PROJECT MANAGEMENT FOR CONSTRUCTION 3 CREDITS
The fundamentals of project management specific to the construction industry will be covered with a strong utilization of leading software. Project organization, planning, scheduling, monitoring and controlling will be comprehensively presented. (Prerequisites: It is recommended that this course be taken after 12 credits have been completed.)
This course introduces the entrepreneurial aspects of starting and building a construction business. Company organization and structure, licensing, finance, accounting, policies and procedures, business development and operations are topical areas covered.

This course will focus on recent developments in the area of oil-gas-energy law, regulation, treaties, judicial and arbitral cases, voluntary guidelines, tax and contracting, including the oil-gas-energy geopolitics.

Covers professional ethics and responsibilities as related to the stakeholders in the construction industry processes. This includes considerations of personnel safety, training, and conduct, as well as the relationships among the various organizations, public and private, involved in the construction process.

A study of the principles of hydraulics as applied to piping and plumbing systems in residential and commercial buildings and the principles and layout of electrical systems in commercial building construction. Consideration is given to pumping equipment, materials of construction, applicable code requirements, and building life safety and telecommunication systems.

A study of the construction processes used for foundations, including soil analysis, types of foundations and materials and equipment utilized in all phases. (Prerequisite: BCN 1251C)

This course presents a comprehensive study in the vertical construction process including wooden frame, cast-in-place and pre-cast concrete, and steel erection methods. Interior and exterior finishes, as well as roof structures are included. (Prerequisite: BCN 1251C)

The student will learn to use Geographic Information System (GIS) to analyze renewable energy resources and many other data sources to determine which energy technologies are viable solutions across the globe as well as develop maps for various renewable resources and for specific projects.

This course is designed to familiarize students with material properties, design procedures and code requirements for formwork and timber. (Prerequisite: BCN 1251C)

The course covers the materials, designs and construction methods used in concrete and masonry. (Prerequisite: BCN 1251C)

This course will focus on current energy storage technology and its future applications in the construction industry. Evaluation criteria discussed will include such items as efficiency measures, capacity, and cost. In addition, this course will examine hydrogen as a renewable energy source and the barriers to a hydrogen economy including safety issues.

This course will present an in depth study of the scientific, economic, and political forces that shape the development and implementation of US energy policy. The impact of global and domestic environmental concerns will be investigated as it relates to energy policy.

This course will focus on the various types of alternative energy used specifically in commercial construction and the role of management to evaluate each of the alternatives to determine and communicate the best alternative energy system for a commercial project. (Prerequisite: BCN 3552)

This course will focus on current energy storage technology and its future applications in the construction industry. Evaluation criteria discussed will include such items as efficiency measures, capacity, and cost. In addition, this course will examine hydrogen as a renewable energy source and the barriers to a hydrogen economy including safety issues.

This course will focus on the various types of alternative energy used specifically in commercial construction and the role of management to evaluate each of the alternatives to determine and communicate the best alternative energy system for a commercial project. (Prerequisite: BCN 3552)

This course will focus on the various types of alternative energy used specifically in commercial construction and the role of management to evaluate each of the alternatives to determine and communicate the best alternative energy system for a residential project.

This course will focus on the various types of alternative energy used specifically in commercial construction and the role of management to evaluate each of the alternatives to determine and communicate the best alternative energy system for a residential project.

This course will focus on current energy storage technology and its future applications in the construction industry. Evaluation criteria discussed will include such items as efficiency measures, capacity, and cost. In addition, this course will examine hydrogen as a renewable energy source and the barriers to a hydrogen economy including safety issues.

This course will present an in depth study of the scientific, economic, and political forces that shape the development and implementation of US energy policy. The impact of global and domestic environmental concerns will be investigated as it relates to energy policy.
BCN 4557 MANAGING AN ALTERNATIVE ENERGY PROJECT 3 CREDITS
This course will focus on the management, including some of the benefits and challenges, of an alternative energy project from the pre-construction phase to completion. Some topics will include regulatory, financial, operational and technology-related risks. (Prerequisite: BCN 4612)

BCN 4573 WIND ENERGY 3 CREDITS
This course will look at the history, regulations and developing technology of wind energy including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4574 PROPANE AND NATURAL GAS 3 CREDITS
This course will look at the regulations, codes and developing technology of using natural gas and propane as alternative energy sources including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4575 HYDROELECTRIC ENERGY 3 CREDITS
This course will look at the history, regulations and developing technology of using hydroelectric energy as an alternative energy source including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4576 GEOTHERMAL ENERGY 3 CREDITS
This course will look at the history, regulations and developing technology of using geothermal energy as an alternative energy source including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4577 BIOMASS 3 CREDITS
Biomass can be understood as regenerative (renewable) organic material that can be used to produce energy. This course will look at the history, regulations, codes and developing technology of biomass including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry. (Prerequisite: BCN 3550)

BCN 4590 LEED GREEN ASSOCIATE CREDENTIAL PREPARATION 3 CREDITS
This course will introduce a participant to the process of preparing for the LEED Green Associate credential. It also provides an overview of the LEED project certification process and the role of the LEED coordinator and the project team. Participants will be able to understand the benefits and challenges of LEED credentialing for a variety of phases stemming from design, construction, and completion of the project. Participants are also introduced to the latest employability pathways as well as the body of USGBC LEED Rating Systems. Everglades University is an official USGBC Education Partner. (Prerequisite: BCN 102)

Successful completion of this course prepares a student to sit for the LEED Green Associate exam in order to become a Certified LEED Green Associate. LEED Green Associates have a documented, up-to-date understanding (LEED V4) of the most current green building principles and practices, and are committed to their professional future. The LEED Green Associates exam is only offered through the Green Building Certification Institute (GBCI). For more information about the LEED Green Associates exam, please contact the Academic Department.

BCN 4612 CONSTRUCTION COST ESTIMATING 3 CREDITS
An advanced study of cost estimating, bid proposals, schedule of values, percentage of completion and close-out practices typical in the construction industry. Standard practices for work-in-progress as pertaining to the contracted estimate is covered. (Prerequisite: BCT 1770 or ACG 2011)

BCN 4703C MANAGING A CONSTRUCTION PROJECT 3 CREDITS
The student learns the aspects of managing and administrating a construction project by a comprehensive case study exercise. (Prerequisite: BCT 1770)

BCN 4709C CONSTRUCTION MANAGEMENT CAPSTONE COURSE 3 CREDITS
Capstone course for all construction majors. Students will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

BCN 4714 OPERATIONS MANAGEMENT IN CONSTRUCTION 3 CREDITS
This course focuses on the operations of a construction business. Operations functions and activities encompass two-thirds of a construction business' endeavors. These include personnel and labor relations, fiscal asset management, equipment, materials and inventory management, and physical assets management.

BCN 4720 CONSTRUCTION SCHEDULING 3 CREDITS
Utilization of advanced computerized scheduling software for planning, scheduling and controlling construction operations and processes.

BCN 4730 CONSTRUCTION SAFETY 3 CREDITS
The impact of safety policy and procedures on cost controls, administration, inspection, prevention and loss control is covered. The impact on workers compensation insurance considerations is also included.

BCN 4740 CONSTRUCTION LAW 3 CREDITS
A study of construction contracts, mechanics lien law, bonds, labor law and other statutes impacting the legal relationships among parties involved in a construction project. (Prerequisite: BCT 1706)

BCN 4777 LAND ENERGY MANAGEMENT CAPSTONE COURSE 3 CREDITS
Capstone course is for all Land and Energy Management major students. Student will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

BCN 4799 ALTERNATIVE AND RENEWABLE ENERGY MANAGEMENT CAPSTONE COURSE 3 CREDITS
Capstone course is for all Alternative and Renewable Energy Management major students. Student will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

BCN 6618C ADVANCED CONSTRUCTION ESTIMATING 3 CREDITS
This course studies the principles and practices of estimating in the construction industry. Topics include conceptual and definitive estimating, cost development, cost analysis methods, project delivery implications, international work implications, and computer applications and modeling.

BCN 6728C CONSTRUCTION SCHEDULING AND PLANNING STRATEGY 3 CREDITS
This course studies the management of construction scheduling and monitoring, strategic planning, forecasting and trend analysis, project control, and the analysis of single and multiple projects.

BCN 6746C LEGAL ASPECTS IN CONSTRUCTION 3 CREDITS
This course studies the legal and business aspects of contracts and specifications in the construction industry. Topics include the formation of contracts and various contractual relationships, methods of modification and termination of contracts, the study of precedents and application of contract clauses, and the exploration of licensure and professional liability of the construction practitioner.
Course Descriptions

EGN 2211 BUSINESS EXCELLENCE THROUGH ENGINEERING REASONING 3 CREDITS
An extension of Organic Chemistry I. Continued study of organic functional groups and their chemical properties and molecular structures. Emphasis is placed upon reaction mechanisms and spectroscopic methods of analysis of organic molecules. (Prerequisite: CHM 2210)

CHM 2211L ORGANIC CHEMISTRY II LABORATORY 1 CREDIT
Consists of practical applications of theories and concepts presented in CHM 2211 (Organic Chemistry II).

CHM 2211 ORGANIC CHEMISTRY II 3 CREDITS
An extension of Organic Chemistry I. Continued study of organic functional groups and their chemical properties and molecular structures. Emphasis is placed upon reaction mechanisms and spectroscopic methods of analysis of organic molecules. (Prerequisite: CHM 2210)

CHM 2211L ORGANIC CHEMISTRY II LABORATORY 1 CREDIT
Consists of practical applications of theories and concepts presented in CHM 2211 (Organic Chemistry II).

ECP 6702 INFORMATION TECHNOLOGY APPLICATIONS IN DECISION MAKING 3 CREDITS
This course serves as an introduction to the fundamental information systems concepts and techniques. The primary focus is to bridge the gap between business needs and information systems solutions through an understanding of management information systems issues, concepts and underlying theory.

CLP 2180 STRESS REDUCTION AND RELAXATION 3 CREDITS
The definition, causes, and effects of stress are reviewed in this course along with various relaxation techniques used to counter the negative effects stress can have on the human body.

CLP 3314 HEALTH PSYCHOLOGY 3 CREDITS
The course will review the scientific study of behaviors and cognitive processes related to health states. It addresses the mind/body connection, the influence of social and physical environments on our health, cognitive processing of health information, health belief models, and the link between personality traits and health.

COM 201 NEGOTIATION COMMUNICATIONS 3 CREDITS
This course will address how communication plays an important role in negotiation. Negotiation is a discussion among individuals to reach an alternative which would satisfy all. The student will understand the techniques used in communication to excel in all kinds of negotiation.

COM 3490 COMMUNICATION AND ENVIRONMENTAL JUSTICE 3 CREDITS
Introduction to contemporary issues of Environmental Justice, perspectives on environmental justice, and communication patterns and narratives that reflect the discourse on selected cases.

ECO 1023 MICROECONOMICS 3 CREDITS
This course stresses microeconomic theories. Topics studied include the theory and application of supply and demand elasticity, the theory of consumer demand, utility, and indifference curve analysis; law of diminishing returns in production ranging from pure competition to pure monopoly; production theory and the theory of income distribution; comparative advantage, trade policies, exchange rates and balance of payments.

ECO 2013 MACROECONOMICS 3 CREDITS
A study of the basic economic concepts emphasizing the various parts that the US plays in the global economy. The foundations of economic theory are presented using topics from television news and the mass media. Fundamental concepts of GDP National Income Accounting, US fiscal policy, and economic growth are introduced through case studies.

ECP 6702 MANAGERIAL ECONOMICS 3 CREDITS
This course analyzes the ways in which economic concepts form the framework for decision-making in organizations. Using economic theory, it examines how managers and entrepreneurs can motivate individuals and teams to make choices that increase the value of the organization.

EGN 305 BUSINESS EXCELLENCE THROUGH ENGINEERING REASONING 3 CREDITS
This course will focus on effectively and efficiently solving everyday business problems through logical thinking and applying various innovative engineering principles to organization.

ENC 1101 ENGLISH COMPOSITION I 3 CREDITS
This course is designed to develop students' writing skills to achieve career goals. These skills include writing clear, well-developed paragraphs, essays, and research papers. Teaches the principles of pre-writing, organizing, drafting, revising, and editing paragraphs and essays. Includes basic research and documentation methods.

ENC 2102 ENGLISH COMPOSITION II 3 CREDITS
This course teaches the principles of the writing process, emphasizing scholarly writing and the research paper. It includes basic research and documentation methods. (Prerequisite: ENC 1101)

ENC 3213 WRITING FOR MANAGERS 3 CREDITS
Prepares students to write professionally in support of management objectives for audiences within and outside a corporation or non-profit enterprise. Proofreading skills stressed. (Prerequisite: ENC 2102)

ENL 1000 ENGLISH LITERATURE 3 CREDITS
Explores select British literary texts. Historical background and social forces that shape literature are emphasized. Literary genres and elements are explored.

ENT 6006 ENTREPRENEURSHIP 3 CREDITS
This course presents a study of entrepreneurship theory and an overview of entrepreneurship concepts through the use of case studies and research.

ENT 6706 GLOBAL BUSINESS VENTURES 3 CREDITS
This course focuses on global awareness and how institutions, organizations, and culture shape uniqueness in business practices within their local community and extending far beyond. Students are exposed to the functioning of global organizations that shape the global business climate. Global business topics are explored in depth and in context through real-world case studies. Students analyze the success and failure of international business ventures across a wide range of industries, developing their critical thinking skills.

ENT 6900 ENTREPRENEURSHIP CAPSTONE COURSE 3 CREDITS
This final course emphasizes entrepreneurship practices and research. Students explore the risks and rewards of business ventures through contemporary entrepreneurial theories learned throughout the program. The course culminates in the program-level project designed to incorporate theoretical knowledge into the development of an innovative business plan.

EVR 2110 INTRODUCTION TO ENVIRONMENTAL CHANGE 3 CREDITS
An introduction to environmental science as it relates to climate change, weather, global warming, and the impact of environmental change.

EVR 2861 INTRODUCTION TO ENVIRONMENTAL POLICY 3 CREDITS
This course is an introduction to legal reasoning, especially from the reading of cases involving real-life environmental disputes. This course considers these issues and provides an overview of policy governing pollution, water law, endangered species, toxic substances, environmental impact, and environmental risk.

EVR 3036 JUSTICE AND SUSTAINABILITY 3 CREDITS
Using case studies, this course will review EPA, HUD, and the U. S. DOT and the process of integrating in order to help improve access to affordable housing, more transportation options, and lower transportation costs.
costs while protecting the environment in communities nationwide. Students will study a set of guiding livability principles and partnership agreements that guide the agencies’ efforts to coordinate federal housing, transportation, and other infrastructure investments to protect the environment, promote equitable development, and help to address the challenges of climate change.

**EVR 3352 U.S. ENVIRONMENTAL POLICY AND MANAGEMENT** 3 CREDITS
In this course students will gain a fundamental understanding of the science, politics, industries, and regulations that influence the way U.S. governments, agencies, and private organizations conduct planning and resource management.

**EVR 4023 COASTAL ENVIRONMENTAL MANAGEMENT** 3 CREDITS
This course provides a scientifically rigorous understanding of global, national and local physical and biological coastal environments and processes and the human behaviors and policies that affect, and are affected by, those environments and processes.

**EVR 4262 ENVIRONMENTAL TECHNOLOGY AND MANAGEMENT** 3 CREDITS
This course integrates biological/chemical mechanisms of environmental processes with monitoring, assessment, management, and communication. Students will analyze, assess, and communicate environmental changes in air, water, soil/sediment, flora, and fauna.

**EVR 4325 ENVIRONMENTAL CHANGE AND NATURAL RESOURCE MANAGEMENT** 3 CREDITS
This course will explore environmental impact on quality of life – livelihoods, health, and vulnerability of the poor; quality of growth – urban and rural space; and quality of regional and global commons – climate change and environmental governance.

**EVR 4823 ENVIRONMENTAL IMPACT ANALYSIS** 3 CREDITS
This course focuses on the study and review of the National Environmental Policy Act of 1969 (NEPA) and related environmental legislation. Emphasis will be on the practical, rather than the theoretical, application of NEPA requirements. Students will conduct detailed analyses of the environmental assessment process, and assess the environmental, societal, and economic impacts of large-scale federal projects and programs.

**EVR 4930 ENVIRONMENTAL POLICY AND MANAGEMENT CAPSTONE COURSE** 3 CREDITS
Capstone course is for all Environmental Policy and Management major students. Student will demonstrate knowledge learned throughout the program and apply these theories to real world issues (Prerequisite: Completion of all major courses).

**FIN 2001 FINANCIAL MANAGEMENT** 3 CREDITS
Survey of financial management concepts, including capital budgeting, cost of capital and financial analysis.

**FIN 3400 PRINCIPLES OF FINANCIAL MANAGEMENT** 3 CREDITS
The study of corporate finances through organizational structure, practices, and policies. Ratio analysis, leverage, cash budgeting, and capital structure are topics to be covered; NPV, the CAPM, and valuation concepts are also explored. Students will be taught to analyze financial statements.

**FIN 5409 MANAGERIAL FINANCE** 3 CREDITS
A study of theoretical and practical approaches to effective financial management. Students will analyze the principles behind planning and controlling investments. Short and long term investments, budgeting, risk, diversification, asset liability, options and international financing are examined for decision-making purposes.

**GEB 1011 PRINCIPLES OF BUSINESS** 3 CREDITS
Presents current business issues with a customer-driven orientation. Underlying this approach are a focus on customer diversity and multiculturalism in the workplace, cross-functional cooperation among departments, globalization, and other challenges facing managers in the rapidly evolving environment today and into the next century.

**GEB 2350 FUNDAMENTALS OF INTERNATIONAL BUSINESS** 3 CREDITS
Presents current business issues with a customer-driven orientation. Underlying this approach are a focus on customer diversity and multiculturalism in the workplace, cross-functional cooperation among departments, globalization, and other challenges facing managers in the rapidly evolving environment today and into the next century.

**GEB 3371 ANALYZING THE GLOBAL BUSINESS ENVIRONMENT** 3 CREDITS
This course is designed as an introduction to the global business environment, focusing on the contemporary debates over the political, social and economic consequences of the globalization of markets and industries. Topics include the political economy of international trade and investments, regional integration, the international monetary system, and the socio-cultural context of international business.

**GEB 3934 CRITICAL THINKING IN BUSINESS** 3 CREDITS
This course focuses on the thinking process and provides students the opportunity to become more clear, insightful and creative thinkers through systematic study and guided practice. Topics include problem solving, perception, beliefs, language and thought, relationships and constructing arguments as related to business.

**GEB 4352 PUTTING GLOBAL STRATEGY INTO ACTION** 3 CREDITS
This course introduces proven approaches and emerging concepts for aligning an organization’s project and program initiatives with its strategic global objectives. Students will learn core strategic concepts and how to apply them to strategic decision-making in today’s complex, fast-paced business environments.

**GEB 4423 POLITICS IN INTERNATIONAL BUSINESS** 3 CREDITS
This course examines the background and operations of relevant international political actors; special attention will be paid to the incentives influencing the behavior of these actors and the process by which they generate policies that can adversely or favorably influence investor operations. Interrelationships between global corporate operations and the mechanisms of national political sovereignty and control are analyzed.

**GEB 4935 INTERNATIONAL BUSINESS CAPSTONE COURSE** 3 CREDITS
The International Business Capstone Course allows students to integrate learning from other courses in the program and develop a broad perspective on the discipline of international business. It offers a critical analysis of topics such as the political economy of international trade, current issues in global human resource management, marketing, finance and accounting, and ethics in international business. (Prerequisite: Completion of all major courses.)

**GEB 4999 BUSINESS CAPSTONE COURSE** 3 CREDITS
Capstone course for all business majors. Students will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

**GEB 5215 GRADUATE BUSINESS COMMUNICATION APPLICATIONS** 3 CREDITS
An in-depth study of the way people within organizations communicate. The course is intended to improve the student’s understanding of the communication processes and organizational methods. Emphasis is placed on the incorporation of new technologies in business communications.

**GEB 5895 BUSINESS POLICY AND DECISION MAKING** 3 CREDITS
A broad-based study of managerial decision-making based on the business disciplines studied throughout the
### Course Descriptions

**HFT 1000  INTRODUCTION TO HOSPITALITY MANAGEMENT**  3 CREDITS  
This introductory course acquaints the student with the scope and complexity of the hospitality industry by exploring the national and global relationships of lodging, food, and beverage operations. The course examines career opportunities, organizational structures, history and human resource management. Students will examine trends, integrated technology and its effects on customer and guest service in requirements in the lodging and food service industry.

**HFT 2201  FUNDAMENTALS OF THE SERVICE INDUSTRY**  3 CREDITS  
An introductory course designed to offer an overview of the service industry. Students gain a historical perspective and track current events. The class discusses the structure of the industry including chains, franchising, ownership, and management. The course explores the inner workings of various components of lodging, food service, and entertainment organizations.

**HFT 2410  FRONT OF THE HOUSE**  3 CREDITS  
This course prepares students to be "front of the house" managers. The course focuses on all aspects that characterize the front of the house experience as a worker. It stresses the importance for such a place to reflect the theme or concept of the restaurant. Particular focus is given to the needs of this space to be designed efficiently. Furthermore the course points out how without great customer service a restaurant cannot be successful. Training the front of the house staff to excel at customer service will be one of the main areas of study.

**HFT 3240  EFFECTIVE CUSTOMER SERVICE**  3 CREDITS  
This course is an exploration into the value of building relationships with customers and most importantly, developing a customer-focused philosophy. Create a foundation in customer loyalty. Develop service standards and track their effectiveness.

**HFT 3263  FOOD AND BEVERAGE MANAGEMENT**  3 CREDITS  
This course focuses on principal operating problems facing managers in the restaurant industry. Topics such as concept development and entrepreneurship, menu analysis, cost control, operational analysis, and customer service processes are addressed.

**HFT 3314  FACILITIES PLANNING AND MANAGEMENT**  3 CREDITS  
This course is designed to introduce students to the basic principles of facility planning, layout and design for hotel, dining, kitchen, public and service areas. At the completion of the course, students will be able to explain the design process common to all hospitality facilities, the activities that occur during each phase of this process, and management practices.

**HFT 3240  EFFECTIVE CUSTOMER SERVICE**  3 CREDITS  
This course is an exploration into the value of building relationships with customers and most importantly, developing a customer-focused philosophy. Create a foundation in customer loyalty. Develop service standards and track their effectiveness.

**HFT 3314  FACILITIES PLANNING AND MANAGEMENT**  3 CREDITS  
This course is designed to introduce students to the basic principles of facility planning, layout and design for hotel, dining, kitchen, public and service areas. At the completion of the course, students will be able to explain the design process common to all hospitality facilities, the activities that occur during each phase of this process, and management practices.

**GEB 5898  APPLIED MANAGERIAL STATISTICS**  3 CREDITS  
This course is an advanced look at the mathematical and statistical quantitative analysis techniques used in the decision-making process in business. Students will study current concepts of descriptive research, probability theories, sampling theories, hypothesis formulation and testing, and correlation and regression analyses.

**GEB 6118  NEW VENTURE CREATION**  3 CREDITS  
This course focuses on achieving a competitive advantage by examining entrepreneurial strategies to nurture this spirit. This course will explore entrepreneurial concepts and processes that apply to startup enterprises as well as those that are well-established with an innovative focus or entrepreneurial spirit. Topics will include the emerging trend of business organizations utilizing their resources and innovations to enhance society. Students apply these concepts to real-world situations.

**GEB 6896  BUSINESS STRATEGY FOR COMPETITIVE ADVANTAGE**  3 CREDITS  
This course focuses on the development and implementation of business strategies that enable competitive advantage. Students will understand the current environment in which the organization competes and predict possible environmental changes.

**GEB 6936  GRADUATE BUSINESS CAPSTONE COURSE**  3 CREDITS  
Under the supervision of a thesis committee comprised of faculty members, the student writes, submits, and in this final course, students will demonstrate knowledge, skills, and competencies that have been acquired and learned throughout the MBA program and apply these concepts and methodologies to a variety of real-world situations. Various applications, activities, exercises, and case studies facing today’s organizations will be utilized in great detail.

**HSC 1000  INTRODUCTION TO INTEGRATED HEALTH SCIENCE**  3 CREDITS  
This course will provide students with a foundational knowledge in health-related science and integrated wellness principles.

**HSA 5103  INTRODUCTION TO US HEALTHCARE SYSTEMS**  3 CREDITS  
This course is an overview of health care personnel, hospitals and other institutions, the federal government, financing and payment mechanisms, and managed care.

**HSA 5152  INFLUENCING HEALTHCARE POLICY**  3 CREDITS  
This course addresses the current health care environment with a myriad of policies, laws, and regulations imposed by government agencies, private sector insurers, and institutions, challenges both public health professionals and patients who are often caught between the cross currents of cost constraints and access to appropriate quality care.

**HFT 4519  CONVENTION AND EXHIBITION MANAGEMENT**  3 CREDITS  
This course provides the student with an introductory approach to the various types of meetings and conventions, the types of organizations that stage these events, and how to reach and sell to this important group segment. It also includes the aspects of meeting and convention service. The course examines practical advice on how to reach each of the group meeting market segments, how to implement successful sales strategies, and how to ensure that an event flows smoothly.

**HFT 4916  HOSPITALITY MANAGEMENT CAPSTONE COURSE**  3 CREDITS  
The capstone course is for all students majoring in Hospitality Management. Students will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

**HSA 5152  INFLUENCING HEALTHCARE POLICY**  3 CREDITS  
This course addresses the current health care environment with a myriad of policies, laws, and regulations imposed by government agencies, private sector insurers, and institutions, challenges both public health professionals and patients who are often caught between the cross currents of cost constraints and access to appropriate quality care.

**GEB 5898  APPLIED MANAGERIAL STATISTICS**  3 CREDITS  
This course is an advanced look at the mathematical and statistical quantitative analysis techniques used in the decision-making process in business. Students will study current concepts of descriptive research, probability theories, sampling theories, hypothesis formulation and testing, and correlation and regression analyses.
### Course Descriptions

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<td>HUN 1201</td>
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The history, concepts, and principles of naturopathy are traced from Hippocrates through the 20th century. Fundamental principles of this healing art are discussed in depth. (Prerequisite: BSC 1085)
Interdisciplinary study courses are accepted as transfer credits from the student's associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).

IDS 1022 INTERDISCIPLINARY STUDIES 2 3 CREDITS
Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).

IDS 1023 INTERDISCIPLINARY STUDIES 3 3 CREDITS
Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).

IDS 1024 INTERDISCIPLINARY STUDIES 4 3 CREDITS
Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).

IDS 1025 INTERDISCIPLINARY STUDIES 5 3 CREDITS
Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).

IDS 1026 INTERDISCIPLINARY STUDIES 6 3 CREDITS
Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).

IDS 1027 INTERDISCIPLINARY STUDIES 7 3 CREDITS
Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).

ISC 1141 ENVIRONMENTAL SCIENCE 3 CREDITS
Studies the interplay between human populations and the ecosystems of which they are a part. The goal of this course is to aid the student in understanding current environmental issues and realistically evaluating courses of action which have been proposed to deal with them.

MAC 1105 COLLEGE ALGEBRA 3 CREDITS
Prepares the student for disciplines involving quantitative calculations. Covers set theory, operations with algebraic expressions, radicals, exponents, linear and quadratic equations with applications, graphing, and inequalities.

MAN 1021 PRINCIPLES OF MANAGEMENT 3 CREDITS
Covers a combination of current and traditional views of management organized around a functional and process approach to the study of the field. Develops the skill and knowledge requirements demanded in today’s competitive business environment.

MAN 2163 CUSTOMER RELATIONSHIP MANAGEMENT 3 CREDITS
This course introduces the concept of customer relationship management (CRM) from a management perspective and covers how managers develop a customer focus in order to remain competitive in today’s market. It includes how CRM links people, process and technology to optimize an enterprise’s revenue and profit and provide maximum customer satisfaction.
MAN 2345  PRINCIPLES OF SUPERVISION  3 CREDITS
Covers fundamental supervision principles and techniques. It emphasizes the role of supervision in organizations through proper handling of human relations with employees, other supervisors, and higher management. Issues include employee morale, absenteeism, motivation, and related behavioral topics.

MAN 2604  INTRODUCTION TO GLOBAL POLICY  3 CREDITS
This course will explore various aspects of global policy. It includes an examination of the complexity of policy problems, methods for designing better policies, globalization, transnational corporations and the global economy, and world environmental concerns.

MAN 3025  INTRODUCTION TO MANAGEMENT AND ORGANIZATIONAL BEHAVIOR  3 CREDITS
An introduction to managerial principles including planning, organizing, staffing, leadership and control techniques. A behavioral science foundation of individual needs, motivation and group processes is utilized.

MAN 3061  INTERNATIONAL BUSINESS ETHICS  3 CREDITS
This course studies the application of ethics to contemporary issues of international business operating in different economic, political and cultural settings. Drawing on established ethical theory, the course uses normative criteria to evaluate "best choice" options for real-world decisions. Consideration of global economic justice and corporate social responsibility are examined, along with mandatory and voluntary methods of influencing business behavior.

MAN 3065  BUSINESS ETHICS  3 CREDITS
This course is intended to increase students' awareness, understanding and ability to deal responsibly with ethical issues in business. The aim is to enhance students' understanding of potential ethical issues facing managers and the ethical dilemmas that can present themselves in modern organizations and explore ways to effectively deal with them.

MAN 3151  RELATIONSHIP MANAGEMENT  3 CREDITS
Covers the evolution of management theory from scientific to the present day, focusing on the concept of complexity theory. Discusses the importance of human-oriented management styles today. Looks at various levels of relationships in the workplace (self, coworkers, clients) and discusses effective management styles at each level.

MAN 3504  OPERATIONS MANAGEMENT  3 CREDITS
A descriptive and introductory course in the fundamentals of operations management. Introduces basic concepts and techniques of managing operations both in manufacturing and non-manufacturing sectors. Includes product and process design, demand forecasting, facilities layout and location, materials management, inventory management, production planning and quality assurance. Highlights international aspects of operations wherever appropriate, as is the role of management information systems in operations management.

MAN 3505  EFFECTIVE TEAM MANAGEMENT  3 CREDITS
Examines team building, two way communication and feedback; participative management techniques concerning motivation, small group processes, and group decision support; attracting and retaining quality personnel. Also covers skills in writing employee evaluations, responsibility, authority, accountability, initiative, creativity, communicating upward and downward, people management strategies, and recognition and reward.

MAN 3028  INTERNATIONAL BUSINESS CONTINUITY PLANNING AND MANAGEMENT  3 CREDITS
Focuses on the essentials of effective project management. Three phases of the project are studied: identification, development and implementation. (Prerequisite: MAN 3504)

MAN 4583  PROJECT MANAGEMENT  3 CREDITS
The application of management systems, qualitative principles and techniques to the effective planning and utilization of resources in the operations of manufacturing, research and services. (Prerequisite: MAN 3504)

MAN 4554  BUSINESS CONTINUITY PLANNING AND MANAGEMENT  3 CREDITS
Students will analyze business survival planning methodologies for business disruption including natural disasters; hardware and communications failures; internal or external sabotage or acts of terrorism; and the failures of supply chain and sales affiliate organizations. Topics include: risk identification, business impact analysis, and the adoption of alternative recovery methods for critical processes. (Prerequisites: PAD 3391)

MAN 4531  EFFECTIVE GLOBAL MANAGEMENT  3 CREDITS
This course examines successful international business strategies and ways that global forces affect businesses and careers. You learn the basics of trade operations, international management, international economics and finance, and international competence.

MAN 4631  EFFECTIVE GLOBAL MANAGEMENT  3 CREDITS
This course studies the interaction between leaders, followers, and situations. Students will discover new ideas for leading, motivating, and empowering staff members toward achieving the company goals, mission, and vision. Topics include followership, communications skills, empowerment, credibility and integrity, developing company alignment, visionary leadership, management vs. leadership, team leadership, situational leadership styles, and transformational leadership.

MAN 5147  LEADERSHIP SKILLS FOR MANAGERS  3 CREDITS
This course studies the interaction between leaders, followers, and situations. Students will discover new ideas for leading, motivating, and empowering staff members toward achieving the company goals, mission, and vision. Topics include followership, communications skills, empowerment, credibility and integrity, developing company alignment, visionary leadership, management vs. leadership, team leadership, situational leadership styles, and transformational leadership.

MAN 5244  ADVANCED ORGANIZATIONAL BEHAVIOR  3 CREDITS
This course studies human behavior in organizations. A dynamic, holistic, systems approach to understanding and facilitating work relationships is examined. Conceptual frameworks, case discussions, and skill-oriented activities are applied to course topics which include: employee motivation and job satisfaction, employee attitudes and values, learning and development, team building and group dynamics, conflict management, leadership, communication, power and influence, change, diversity, organizational design, and organizational culture.
MAN 5305 HUMAN RESOURCE MANAGEMENT 3 CREDITS
The course presents a systematic framework for analyzing and understanding the human resource management functions within an organization. Students learn to create competitive advantage by maximizing employee effectiveness and efficiency. Topics include attracting, selecting and retaining exceptional job candidates; training and developing employees to meet current and future organizational needs; managing and improving performance; and building high-performance work teams. Research requires analysis and resolution of human resource challenges facing today’s organizations.

MAN 5640 RESEARCH METHODS 3 CREDITS
An in-depth study of current research methods including problem identification, hypothesis formulation, design and use of data gathering tools, and data analysis. Students will develop, and submit for approval, a formal proposal for the Graduate Thesis.

MAN 6048 TEAM PROJECT MANAGEMENT 3 CREDITS
This course focuses on the management of projects through a team-based approach. Topics covered are team motivation, efficiencies, communication, behavioral characteristics of individual project team members, strategic assignment completion, leadership, team dynamics, and an analysis of corporate culture.

MAN 6351 TRAINING AND DEVELOPMENT 3 CREDITS
This course studies various training and development techniques used to build group and individual skills while improving organizational effectiveness. Topics include conducting needs analyses, linking identified needs to training objectives, developing a training plan, implementing the training plan, evaluating the training plan, and a variety of staff and management training techniques.

MAN 6365 RECRUITMENT; SELECTION AND PLACEMENT 3 CREDITS
This course studies the employment process as it relates to human resources management. Topics include human resource planning, job analysis, job descriptions, generating internal and external applications, analyzing qualifications, selection methods and decisions, test evaluation, interview methods and practices, placement and exit programs, outplacement and retirement programs, and legal considerations.

MAN 6403 EMPLOYMENT LAW 3 CREDITS
This course studies a comprehensive analysis of federal and state laws related to human resources management. Topics include Equal Employment Opportunity (EEO), Civil Rights Act, Affirmative Action, Fair Labor Standards Act (FLSA), the National Labor Relations Act (NLRA), Occupational Health and Safety Act (OHS), and Workers’ Compensation are a sample of the regulations covered.

MAN 6581 PROJECT MANAGEMENT 3 CREDITS
This course presents the stages of the project life cycle. Risk management, financial management, tools for project selection, cost estimating, and the use of project management software and Gantt charts are covered using Microsoft Project.

MAN 6588 CURRENT TOPICS IN PROJECT MANAGEMENT 3 CREDITS
This course examines contemporary issues in project management through case studies using project management theories and strategies. Emerging issues such as sustainability of projects, corporate social responsibility, project management soft skills, retaining team members, leadership with collaboration, and persuasion in project management are explored. The certifications and the certifying bodies of project management are discussed.

MAR 1011 INTRODUCTION TO MARKETING 3 CREDITS
A survey of the principles and functions of marketing will provide an understanding of its role in the business environment. Utilization of the guiding principle of relationship building in order to establish and maintain trust and confidence in the firm’s products and services.

MAR 3023 MARKETING MANAGEMENT 3 CREDITS
Covers channels of distribution, price policies, promotion, consumer demand, product planning, the role of government in marketing, and the social evaluation of marketing.

MAR 4613 MARKETING STRATEGY 3 CREDITS
The application of marketing concepts and analytic techniques to develop skills in solving strategic marketing problems of selecting customer targets and making marketing mix decisions. (Prerequisite: MAR 3023)

MAR 5158 MARKETING MANAGEMENT 3 CREDITS
A study in marketing management including the development, implementation and control of marketing strategies. The course emphasizes the strategic marketing process from the global viewpoint of the international business environment. Strategic marketing analysis and decision-making are incorporated with the objective of achieving consumer satisfaction while sustaining a competitive advantage.

MAR 5416 STRATEGIC SALES AND MARKETING MANAGEMENT 3 CREDITS
This course focuses on the development and implementation of sales and marketing strategies essential to the achievement of business development goals and increasing sales revenues and profitability. Topics include sales staff selection and motivation, goal setting, sales team management and leadership, creating a successful and cohesive sales culture, customer-centered sales and strategic account management.

MAT 0020 BASIC MATH (BASIC ALGEBRA) 3 CREDITS
Reviews basic arithmetic operations and introduces algebra. Topics include whole numbers, fractions, decimals, percents, prime factorization, greatest common factor, order of operations, exponentiation, absolute value, arithmetic operations of signed numbers, averages, simplifying and evaluating algebraic expressions, solving linear equations and proportions. Students who feel they are likely to encounter difficulties in MAC 1105/MGF 2106 can request to take this college preparatory course as a foundation for the required course. This course is taken as Pass/Fail and is not required for graduation and/or calculated in the student’s CUM GPA. Credit is granted for this course but does not count towards graduation requirements.

MAT 1033 INTERMEDIATE ALGEBRA 3 CREDITS
This course covers topics such as factoring; operations with rational expressions, absolute value, exponents, radicals and roots, linear and quadratic equations, linear inequalities and graphs.

MGF 2106 COLLEGE MATH 3 CREDITS
An overview of applications of mathematics as they relate to the fields of set theory, logic, informal geometry, probability, and statistics.

PAD 2070 BASIC EMERGENCY PLANNING 3 CREDITS
This course introduces students to the basic emergency planning concepts for federal, state and local governments and businesses. The course also demonstrates the importance of hazard risk assessments and exercising plans for refinement.

PAD 2071 INTRODUCTION TO CRISIS AND DISASTER MANAGEMENT 3 CREDITS
This course is an introduction to the management of natural, technological, and man-caused crises and disasters. The course will also explore hazard mitigation, preparedness, response, and recovery systems in addition to roles and responsibilities of government, non-governmental organizations, business, and industry. (Prerequisites: MAN 1021)

PAD 3370 EMERGENCY PREPAREDNESS AND RESPONSE 3 CREDITS
Reviews FEMA guidelines and information regarding management of resources during emergency operations. Topics include warning systems, emergency operations centers, and incident command systems.
This course focuses on managing organizations and influencing policy to improve population health. It also examines how disasters have shaped political processes at all levels of government, nationally and internationally.

**PAD 3390 HAZARD ANALYSIS AND RISK MANAGEMENT**  
3 CREDITS  
This course introduces the process of identifying potential hazards and their disaster dynamics and to include impact on population, infrastructure and the economy. It also includes the disaster management cycle and hazard monitoring systems.

**PAD 3395 COMMUNITY DISASTER MITIGATION AND RECOVERY**  
3 CREDITS  
This course presents a theoretical examination and practical application of pre-disaster management and planning. The integration of mitigation, preparedness and recovery activities is critical to protecting communities from major impacts. Students will discuss strategies for effective planning that gains political and public support. (Prerequisite: PAD 3391)

**PAD 4372 CRISIS AND DISASTER MANAGEMENT AND PUBLIC OUTREACH**  
3 CREDITS  
Students will analyze and discuss current topics and issues relevant to how emergency managers communicate with the public and other organizations prior to, during and after an incident, event or disaster.

**PAD 4374 TERRORISM AND HOMELAND SECURITY**  
3 CREDITS  
An introduction to the field of terrorism and homeland security operations for managers. This course focuses on issues in terrorism, prevention, and critical thinking in security operations. It reviews how new forms of terrorism affect the post-9/11 security environment. The characteristics, availability, and dangers of specific types of WMD, are explained through case studies that associate theory with practice. (Prerequisite: PAD 3391)

**PAD 4392 EMERGENCY OPERATIONS CENTER (EOC) OPERATIONS AND DESIGN**  
3 CREDITS  
This course discusses the operational philosophies and importance of an emergency operations center. The course will discuss EOC staffing, activation levels, and logistics and will allow students to participate in designing the “Perfect EOC.”

**PAD 4844 DISASTER HEALTH MANAGEMENT**  
3 CREDITS  
The course explores how to effectively plan and prepare for a localized or national public health emergency. Topics include all-hazards planning, bioterrorism, pandemic influenza, natural disasters, the emergency medical system for medical emergencies, and other health-related disasters. (Prerequisites: PAD 3370)

**PAD 4878 CRISIS AND DISASTER MANAGEMENT CAPSTONE COURSE**  
3 CREDITS  
Capstone course for all Crisis and Disaster Management majors. Students will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

**PHC 5000 PRINCIPLES OF EPIDEMIOLOGY**  
3 CREDITS  
This course provides the student with basic epidemiology principles, concepts, and procedures used in the surveillance and investigation of health-related events. Features and applications of descriptive and analytic epidemiology, an in-depth study of public health surveillance, and a step-by-step description of outbreak investigations will be reviewed. This course also addresses how to calculate and interpret frequency measures (ratios, proportions and rates) and measures of central tendency, and how to use tables, graphs, and charts to organize, summarize, and display data.

**PHC 5102 PUBLIC HEALTH ADMINISTRATION PRACTICES**  
3 CREDITS  
This course focuses on managing organizations and influencing policy to improve population health. The course is targeted toward students interested in working with government agencies, nonprofits, or private health care organizations that seek to advance public health.

**PHC 5936 PUBLIC HEALTH ADMINISTRATION CAPSTONE COURSE**  
3 CREDITS  
Capstone course is for all Public Health Administration major students. Student will demonstrate knowledge learned throughout the program and apply these theories to real world issues (Prerequisite: Completion of all major courses).

**PHC 6050 BIOSTATISTICS**  
3 CREDITS  
Biostatistics is the development and application of statistical, mathematical, and computational methods applied to public health, health care, and biomedical, clinical and population-based research. Students will understand the role that biostatistics play in designing, conducting, and analyzing research studies in areas of health and disease. Topics will include data description, probability, confidence intervals, hypothesis testing, contingency tables, and regression.

**PHC 6521 CAM APPROACHES TO NUTRITION IN PUBLIC HEALTH**  
3 CREDITS  
This course provides basic tools of cross-cultural and public health research methodology to prepare students to conduct in-depth studies on topics of interest in the field of public health and community welfare. Students will learn how to collect, analyze, and integrate social and public health data to understand and critically evaluate programs and issues related to public health.

**PHC 6581 COMPLEMENTARY AND ALTERNATIVE MEDICAL APPROACHES TO PUBLIC HEALTH**  
3 CREDITS  
This course focuses on how clinical and experimental medicine (safety, efficacy, and mechanism of action) and regulatory issues contribute to the general neglect of public health dimensions. Public health research must consider social, cultural, political, and economic contexts to maximize the contribution of CAM to health care systems globally.

**PHC 6615 CAM APPROACHES TO DISEASE CONTROL IN THE URBAN ENVIRONMENT**  
3 CREDITS  
This course explores the appeal of non-conventional therapies. They appear to offer what biomedicine does not: a holistic approach to healing; treatments for chronic pain and illness that are often accessible, low-tech, and inexpensive; and a focus on disease prevention and optimal health. Exploring the reasons for the growing use and popularity of many alternative therapies may provide clues to the limitations of the current system as well as indicate future directions for health care as it relates to the urban environment.

**PHC 6616 PRACTICAL ISSUES IN COMPLEMENTARY AND ALTERNATIVE MEDICINE**  
3 CREDITS  
The aim of this course is to suggest a comprehensive and rational, best-evidence strategy for integrating CAM by primary care practitioners into primary care, within the context of the limitations of the current knowledge base and the current environment.

**PHC 6706 RESEARCH METHODS IN PUBLIC HEALTH**  
3 CREDITS  
This course provides basic tools of cross-cultural and public health research methodology to prepare students to conduct in-depth studies on topics of interest in the field of public health and community welfare. Students will learn how to conduct, analyze, and integrate social and public health data to understand and critically evaluate programs and issues related to public health.

**PHC 6750 COMMUNITY HEALTH ASSESSMENT**  
3 CREDITS  
This course introduces students to community teams (such as coalitions) who develop their community action plans. This course uses the assessment process and helps define and prioritize possible areas of improvement for community team members. Through case studies, students will learn how community team members can create sustainable, community-based improvements that address the root causes of chronic diseases and related risk factors. How to assess current policy, systems, and environmental change strategies and offer new
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<th>Course Code</th>
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<tr>
<td>PHI 3601</td>
<td>ETHICS</td>
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<td>PHY 1001</td>
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<td>POS 1041</td>
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<td>POS 3043</td>
<td>AMERICAN GOVERNMENT</td>
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<td>PSY 1012</td>
<td>INTRODUCTION TO PSYCHOLOGY</td>
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<td>PSY 307</td>
<td>THE SCIENCE OF PERSUASION AND NEGOTIATION</td>
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<td>QMB 3600</td>
<td>QUANTITATIVE METHODS IN ADMINISTRATION</td>
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<td>SOP 3790</td>
<td>CRISIS AND DISASTER PSYCHOLOGY</td>
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<td>STA 2014</td>
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<td>STA 3060</td>
<td>RESEARCH AND STATISTICAL ANALYSIS</td>
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<td>SUR 1000</td>
<td>FUNDAMENTALS OF SURVEYING</td>
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<td>SUR 331</td>
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<td>SUR 341</td>
<td>LAND TENURE AND LEGAL CONSIDERATIONS</td>
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<td>SUR 386</td>
<td>INSTRUMENTATION FOR SURVEYING</td>
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<tr>
<td>SUR 446</td>
<td>GEOINFORMATICS: GPS, REMOTE SENSING, AND GIS</td>
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<td>SUR 455</td>
<td>LAND SURVEYING AND MAPPING</td>
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An introduction to the major philosophical theories of moral conduct, thought and choice. Begins with the consideration of a traditional model of ethical thought, moves on to a general appraisal of a variety of ethical theories, and concludes with an inquiry of concrete moral problems of our own day and age.

Covers basic principles of physics; introduces the phenomena, concepts, and theories of classical physics; details Newtonian mechanics, kinematics, dynamics, statics, momentum, energy, and heat energy.

Consists of practical applications of theories and concepts presented in PHY 1001 (General Physics).

Continues the basic principles of physics. Covers the phenomena, concepts, and theories of classical and modern physics; includes electricity and magnetism, optics, and selected topics from modern physics. (Prerequisite: PHY 1001).

Consists of practical applications of theories and concepts presented in PHY 2002 (Advanced Physics).

A study of how democratic America has evolved from an agrarian to a post-industrial society. Particular attention is paid to the Constitution and to the three branches of government.

An examination of the American system of government with emphasis on the growing importance of global affairs in American life. Philosophical and historical perspectives are provided to show how institutions and processes have evolved to their present state. Comparative perspective is provided so that students may contrast the American system with other contemporary forms of government.

A fundamental study of behavior, animal and human, with emphasis placed on human behavior. Students will become acquainted with concepts such as learning, perception, intelligence measurement, personality structure, behavior disorders, human development, social pressures and research methods.

This course will provide the student with an innovative framework that explains why people say yes under the influence of persuasion. The six universal principles of persuasion are based not only on theories from academic research but also from real world experience of what works in the market place where persuasion is used to survive and to flourish.

Introduction to basic mathematical and statistical methods and models for administrative problem solving and decision making. Includes decision making under conditions of risk, inventory theory, linear programming, networks and queuing.

Introduces non-traditional approaches to disaster recovery and rebuilding communities, the different ways various societies have experienced disasters, learned from them, and revised their thinking about building community preparedness and resiliency pre- and post-disaster, including sociological and political considerations. (Prerequisites: PSY 1012, PAD 3391)

Preparation and delivery of various types of speeches, as well as techniques to improve interpersonal communication skills, with emphasis on job interviewing and working in teams. Online students taking this course will need access to a webcam and microphone.

An introductory course in statistics for the social sciences and business. Topics include descriptive statistics, probability, binomial and normal distributions, sampling distributions and hypothesis tests, and sampling procedures.

Introduces the methods and tools of general research including application of the research process to problem solving, types of research and appropriate means of conducting them. Secondary source research through bibliographic methods and on-line resources via the Internet is included. Descriptive statistics and inferential statistics, including frequency distribution, variability, regression, and correlation will be discussed. (Prerequisite: STA 2014)

This course provides a review of the basic mathematics required in the survey profession. Fundamental principles of distance, elevation, and angular survey measurement are introduced. Field methods and the surveying equipment used to accomplish various types of surveys are investigated. (Prerequisite: MAC1105 or MGF 2106)

This course covers land surveying measurement for route layout of roads, pipelines, utilities as well as property/building location. Field procedures and field note techniques are introduced. Measurements including distance, elevation and/or angles are used to compute leveling, traversing along with horizontal and vertical curves.

This course introduces the methodology of recognizing, gathering, interpreting, applying, preserving and establishing evidence of land boundaries in order to properly locate those boundaries on the ground. An overview of land tenure terminology and legal principles associated with the interpretation and preparation of survey plats, maps, and legal boundary descriptions is presented. (Prerequisite: BCN 200)

This course is the study of the contemporary use of survey instrumentation and techniques. Instrumentation technology, field data capture, and data processing are presented as well as how these impact the way surveyors interact with construction professionals and engineers. The importance of accurate documentation is emphasized.

This course is an introduction to the methodology-oriented integrated discipline of geoinformatics based on GPS positioning, remote sensing, digital photography and GIS. Principles of remote sensing, digital photogrammetry and GIS are presented as well as how these methodologies are used together for surveying purposes. How spatial information is managed and analyzed is investigated.

This course is an introduction to mapping terminology along with the interpretation and preparation of survey maps. Principles of map making including Global Navigation Satellite Systems, State Plane Coordinates and photogrammetry as well as the different types of mapping surveys are investigated. Using given data, field material quantity calculations will be performed.
SUR 463  GPS SURVEYING  3 CREDITS
This course provides an overview of the progression of satellite positioning as well as the techniques used in GPS, from their design through observation, processes, real-time kinematic (RTK), and real-time networks. Changes in how surveyors utilize GPS including hardware, software, and procedures are introduced. (Prerequisite: SUR 386)

SUR 490  SURVEYING STANDARDS AND SPECIFICATIONS  3 CREDITS
This course is a study of the specifications and standards that govern the practice of surveying including survey measurement precision. Accuracy assessments for angle, distance and position difference measurement systems are covered as are network designs and 3-D coordinating systems. An overview of specialized surveys are presented such as structural and ground deformation monitoring techniques and analysis.

SUR 4910  SURVEYING MANAGEMENT CAPSTONE COURSE  3 CREDITS
Capstone course for all Surveying Management majors. Students will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

SYD 4511  DISASTER AND SOCIETY  3 CREDITS
How social structures, groups and institutions and their reaction to the loss of social function as a result of natural, technological, or sociopolitical events. This course explores social effects of disaster, using social theories of organizational behavior, political sociology, community development, religion, urban planning, and rural sociology. (Prerequisite: SOP 3790)

SYG 1000  SOCIOLOGY  3 CREDITS
A study of human society with emphasis on customs, groups, organizations, institutions, classes, and social processes.

SYG 3014  SOCIOLOGY OF CULTURAL DIFFERENCES  3 CREDITS
An exploration of issues related to cultural diversity including ethnocentrism, cross cultural communication, the origins of prejudice and oppression and the significance of cultural identity.

TAX 6726  FEDERAL INCOME TAXATION FOR MANAGERS  3 CREDITS
This course studies the fundamental concepts of income taxation pertaining to managers and business owners. Topics include: tips on the management of financial transactions based on tax considerations.

Please note: Any course with a three-digit course code is under review by the Florida Statewide Common Course Numbering System. (See Florida’s Statewide Course Numbering System, page 122.)

ADMISSIONS

The admissions policies of Everglades University were developed to ensure that all students have a reasonable expectation to complete their chosen degrees. In order for Everglades University to provide career education in highly technological fields, applicants should demonstrate to the University both the ability and motivation to succeed.

ADMISSIONS PROCEDURES

Students desiring to enter the University should contact the Admissions Office or log on to our website at www.EvergladesUniversity.edu to submit an application. Students should submit their applications well in advance of the date they desire to enter the University to permit proper scheduling and assure availability. Local applicants are encouraged to visit the University in person. The University uses a rolling admissions policy. Applicants will be notified of their acceptance or rejection to the University. All admissions services are conducted on an equal opportunity/equal access basis.

Our Admissions Offices are open throughout the week during the following hours: Monday through Thursday, 9:00am-8:00pm; Friday, 9:00am-5:00pm; and Saturday, 9:00am-5:00pm and by appointment.

The University reserves the right to deny admission to any prospective student that in their judgment poses an undue risk to the safety or security to the University and the University community. This judgment will be based on individual determination taking into account any information the University has about a prospective student’s criminal record including the presence of secondary school students on the campus.

Additionally, the University reserves the right to evaluate the individual circumstances regarding registered sex offenders, and in certain cases refuse admission to the University. When a prospective student receives a registered sex offender designation, the University reserves the right to place the admissions process on hold, contingent upon the review and approval from a designated acceptance committee.

ADMISSIONS REQUIREMENTS FOR UNDERGRADUATE STUDENTS

In order to be considered for enrollment at Everglades University, all applicants must:

• Complete an application for admission

• Provide verification of high school graduation or GED completion (subject to validation by University Official)

• Provide verification of graduation from an accredited college or university

• Provide verification of graduation from a foreign institution comparable to a U.S. secondary school or university

• Provide a non-refundable fifty dollar application fee

• A student should make arrangements to take Everglades University’s entrance examination or provide results of a Scholastic Aptitude Test (SAT) or American College Testing exam (ACT). The University’s requirements for admission are a score of at least 15 on the University’s entrance exam, or a combined score of 800 on the SAT, or a composite score of 17 on the ACT. Students taking the SAT after March 2005 are required to have a combined score of 1200. Florida’s CLAST exam is also acceptable with passing scores or exempt scores (997, 998, 999) in computation and reading. Any student entering the University with an earned college degree is not required to take an entrance examination. Everglades University reserves the right to accept ten percent of its applicants who do not meet the appropriate entrance test score requirements.

HOME-SCHOOL APPLICANTS

Applicants must hold a University recognized High School Diploma or GED equivalence.

INTERNATIONAL STUDENTS UNDERGRADUATE ADMISSIONS

Everglades University is proud of the international character of its student body and welcomes students from other nations. All international students must be fluent in English. Applicants may be asked to furnish proof that they can read, write, and speak English fluently. This school is authorized under federal law to enroll nonimmigrant students.
International student applicants must meet all admissions requirements for undergraduate students and the following requirements for admission to Everglades University:

- Successful completion of a secondary school program equivalent to high school in the United States or graduation from a college or university found to be equivalent to graduation from a college or university in the United States.

All documents submitted in evidence of high school graduation or the equivalent and college credits must be notarized and accompanied by a certified translation if not originally issued in English. Acceptable certified translations may be issued by one of the following organizations: official national government entity such as Ministry of Foreign Relations or Ministry of Education, American Embassy, a U.S. National Cultural Center, or other authorized translator.

- Certification of financial ability to meet tuition and other necessary expenses or ability to qualify for financial aid as an eligible non-citizen.

Applications for international students can be obtained through the Admissions Office or by visiting the University website at www.EvergladesUniversity.edu. Students should apply at least two to four months prior to the start of the program to allow time for processing especially if a student visa is needed. International students are required to pay for each semester (period of financial obligation), including tuition, books, and education fees, prior to the start of each semester. International students attending Everglades University on a student visa must be enrolled as full-time students.

ADMISSIONS REQUIREMENTS FOR GRADUATE STUDENTS

In order to be considered for enrollment for a Master’s Degree level program at Everglades University, all applicants must:

- Complete an application for admission.
- Provide verification (official transcript) of an earned Bachelor (minimum) or Graduate Degree from a college accredited by an agency recognized by the U.S. Department of Education.
- Have a cumulative grade point average of 2.0 at the baccalaureate level on a 4.0 scale or 3.0 at the masters level on a 4.0 scale.
- Earn a minimum GMAT (Graduate Management Admission Test) score of 500 or a minimum GRE (Graduate Record Examination) score of 290 (1,000 using the previous reporting scale) is required. *
- Complete any necessary prerequisite courses.
- Provide a non-refundable fifty dollar application fee.
- Applicants with a cumulative grade point average of 2.5 or above on a 4.0 scale at the baccalaureate level will not be required to complete a GMAT or GRE. Additionally, if the student has completed at least 6 semester credit hours at the graduate level with a cumulative grade point average of 3.0 or above on a 4.0 scale will not be required to complete a GMAT or GRE.

PREREQUISITE GRADUATE ADMISSIONS REQUIREMENTS

Applicants entering with an accredited bachelor’s degree in the discipline or closely related discipline will not be required to complete prerequisite courses. Prerequisite courses are for those applicants with a bachelor’s degree in an unrelated discipline.

The following prerequisite courses are recommended for entrance in the master’s programs (a course or courses may be waived at the discretion of the Dean or Associate Dean of Academic Affairs per the prerequisite evaluation form).

- Prerequisite courses recommended for MBA students are: ACG 2001 (Accounting Principles I); ACG 2011 (Accounting Principles II); and STA 2014 (Statistics).
- Prerequisite courses recommended for MAS students are: ASC 1100 (Introduction to Aeronautics); ASC 1010 (History of Aviation); and ASC 2230 (Aviation Law and Regulations).
- Effective as of January 1, 2012, Prerequisite courses recommended for ME students are: ACG 2001 (Accounting Principles I); ACG 2011 (Accounting Principles II); and FIN 2011 (Financial Management).
- Prerequisite courses recommended for MPH students are: HSC 164 (Introduction to Health and Wellness Systems); HSC 2732 (Introduction to Understanding Clinical Research); and HUN 1201 (Fundamental of Nutrition).

ADMISSIONS WAIVER REQUIREMENTS

Students not meeting all of the requirements may be granted a waiver. If accepted for admission, a student must maintain satisfactory academic progress per the University policy. Everglades University reserves the right to accept ten percent of its applicants who do not meet the minimum entrance test score requirements, taking into account other factors that may indicate a student’s qualifications for admission.

INTERNATIONAL STUDENTS GRADUATE ADMISSIONS

Applicants to a Master’s Degree program, whose native language is not English, are required to demonstrate English language proficiency before they can be admitted. This school is authorized under Federal law to enroll nonimmigrant students. International student applicants must meet all admissions requirements for graduate students. Additionally, international students who have not attended a high school, college, or university in the United States are required to adhere to the following procedures:

- Successful completion of a secondary school program equivalent to high school in the United States and graduation from a college or university found to be equivalent to graduation from an undergraduate program at a college or university in the United States.

All documents submitted in evidence of high school graduation or the equivalent and college credits must be notarized and accompanied by a certified translation if not originally issued in English. Acceptable certified translations may be issued by one of the following organizations: official national government entity such as Ministry of Foreign Relations or Ministry of Education, American Embassy, a U.S. National Cultural Center, or other authorized translator.

- Certification of financial ability to meet tuition and other necessary expenses or ability to qualify for financial aid as an eligible non-citizen.

Applications for international students can be obtained through the Admissions Office or by visiting the University website at www.EvergladesUniversity.edu. Students should apply at least two to four months prior to the start of the program to allow time for processing especially if a student visa is needed. International students are required to pay for each semester (period of financial obligation), including tuition, books, and education fees, prior to the start of each semester. International students attending Everglades University on a student visa must be enrolled as full-time students.
TRANSFER STUDENTS AND CREDITS

For students enrolling at Everglades University, transfer credits will be subject to approval by the University. These courses must be similar in content and duration to those offered in the program for which the student has applied. The University will consider unofficial transcripts, but official transcripts must be mailed directly from other institutions to Everglades University in order to be officially transferred. Electronic transcripts from a recognized service such as Electronic Transcript Exchange/ National Student Clearinghouse, Parchment, Transcripts Network, etc. received by the Registrar Department are considered official. Students are responsible for having official transcripts sent to Everglades University from transfer institutions. Official transcripts should be received by Everglades University within the student’s first semester.

UNDERGRADUATE DEGREES

Everglades University requires that the student must complete the last thirty-three credits for a BS degree at Everglades University. Undergraduate transfer credits are granted only for courses in which a letter notation of “C” or higher was earned (2.0 on a 4.0 scale).

GRADUATE DEGREES

Upon acceptance into the graduate degree programs, the maximum transfer credits allowed cannot exceed six credits as the final thirty credits must be completed at Everglades University for a Master’s Degree. Graduate transfer credits are granted only for those graduate courses in which a letter notation of “B” or better was earned (3.0 on a 4.0 scale). Everglades University will only accept for transfer graduate-level courses which are applicable to the chosen major.

TRANSFER FROM REGIONALLY ACCREDITED INSTITUTIONS

Everglades University accepts transfer credits applicable to an applicant’s program of study from regionally accredited institutions. Everglades University accepts transfer of associate degrees that, upon evaluation, include the appropriate major course distribution without time limitations. Prior to granting transfer of credit for any course, the University reserves the right to test applicants or request that they successfully pass an examination administered by an Everglades University faculty member.

TRANSFER FROM NON-REGIONALLY ACCREDITED INSTITUTIONS

Credit for courses from non-regionally accredited institutions which are substantially equivalent in content to Everglades University courses and are applicable to an applicant’s program of study may be granted on a course-by-course basis. The acceptance of courses from non-regionally accredited institutions is contingent upon appropriate faculty credentials and applicable course content of the course to be transferred. Prior to granting transfer of credit for any course, the University reserves the right to test applicants or request that they successfully pass an examination administered by an Everglades University faculty member.

ADVANCED PLACEMENT POLICY

Everglades University participates in the Advanced Placement Program agreement administered by high schools through the College Entrance Examination Board (CEEB). Under this system, a student entering Everglades University presents a nationally graded examination as evidence of his/her completion of a college-level course taken in high school. To be eligible for an award of credit, a student must present official score reports with a valid score of 3, 4, or 5. Consult the Dean of Academic Affairs for specific credit awards.

TRANSFER FROM INTERNATIONAL INSTITUTIONS

Credit from non-U.S. colleges/universities will be evaluated and granted on a course equivalency basis upon receipt of an official transcript. The transcript must be translated into English and evaluated by an approved translation/evaluation service.

TRANSFER OF CREDITS FROM EVERGLADES UNIVERSITY

Students who are interested in continuing their education should first inquire at the college they plan to attend to determine the credits and requirements needed for entrance to that college. Transferability of credits is at the discretion of the receiving institution. Everglades University cannot guarantee transferability of credits. Everglades University does participate in Florida’s Statewide Course Numbering System. Consult the Vice President of Academic Affairs, Dean or Registrar for specific information.

VETERAN TRANSFER OF CREDITS

A Veterans Administration benefit recipient has responsibility to report all previous education and training to Everglades University. The University evaluates the information and grants appropriate credit, with training time and tuition reduced proportionally. The veteran student and the Veterans Administration are notified.

POLICY FOR AWARDING CREDIT FOR MILITARY TRAINING AND EXPERIENCE AND FEDERAL AVIATION ADMINISTRATION (FAA) CERTIFICATES AND RATINGS

Everglades University will evaluate for transfer credit prior military training and experience that is relevant to a student applicant’s program of study using official transcript of military training and experience (Community College of the Air Force and Joint Services Transcript). Students who possess FAA certificates and ratings prior to enrolling in Everglades University’s undergraduate aviation programs may be awarded appropriate credit only where applicable within a student’s chosen undergraduate degree program. Credit is not awarded at the graduate level for FAA certificates and ratings or prior military training and experience.

DEPARTMENT OF AVIATION CREDIT FOR FAA CERTIFICATES AND RATINGS GUIDELINES

The following is a list of Federal Aviation Administration (FAA) certificates and ratings with the corresponding credits that may be applied to Everglades University Bachelor of Science degree with Aviation majors. Credits will be awarded only where applicable within the student’s chosen degree program. (Note: for the B.S. in Aviation Management degree program, the only class for which credit may be awarded from FAA certificates is ASC 1100, Introduction to Aeronautics.) Some FAA certificates and ratings have duplicate credit with other certificates and ratings; duplicate credit will not be applied for specific courses and multiple ratings can be accepted. Example: FAA Dispatcher and FAA Private Pilot’s License = ASC 3211 Aviation Meteorology, ASC 1100 Introduction to Aeronautics and 4 courses (12 credits) of Interdisciplinary Studies (3 courses for Dispatcher and 1 course for Private Pilot’s License) totaling 18 semester hours of credit. Foreign equivalencies such as JAA or ICAO certificates and ratings may be considered for transfer credit, but require review and approval from the Aviation Program Director.

<table>
<thead>
<tr>
<th>FAA CERTIFICATION/RATING</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>FAA Private Pilot Certification</td>
<td>3</td>
</tr>
<tr>
<td>ASC 1100 Introduction to Aeronautics</td>
<td>3</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>3</td>
</tr>
<tr>
<td>FAA Single Engine Instrument</td>
<td>3</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>3</td>
</tr>
<tr>
<td>FAA Single Engine Commercial</td>
<td>3</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>3</td>
</tr>
<tr>
<td>FAA Single Engine Certified Flight Instructor</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3211 Aviation Meteorology</td>
<td>3</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>3</td>
</tr>
<tr>
<td>FAA Multi-Engine Private</td>
<td>3</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>3</td>
</tr>
<tr>
<td>FAA Commercial Instrument Multi-Engine (CIME)</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3551 Aerodynamics</td>
<td>3</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>3</td>
</tr>
<tr>
<td>FAA Multi-Engine OR Certified Flight Instructor Instrument</td>
<td>3</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>3</td>
</tr>
<tr>
<td>FAA Air Transport Pilot (ATP)</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3611 Aircraft Engines</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3612 Aircraft Systems</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3471 Physiology of Flight</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL FOR ALL</td>
<td>39</td>
</tr>
</tbody>
</table>
NOTE: Common practice for aviation educational institutions utilizing FAA certifications for college credit is accepting all prior ratings to CIME when CIME is earned totaling 27 credits OR ATP totaling 39.

### FAA Certification/Rating | Credit Hours | FAA Certification/Rating | Credit Hours
--- | --- | --- | ---
**FAA Airframe and Powerplant Mechanic (A&P)**
Airframe  ASC 1100 Introduction to Aeronautics 3 ASC 1100 Aircraft Systems 3 Interdisciplinary Studies 3 TOTAL 15

**Powerplant**
ASC 1100 Introduction to Aeronautics 3 ASC 3611 Aircraft Engines 3 Interdisciplinary Studies 3 TOTAL 15

*NOTE: If student has BOTH Air Frame & Powerplant, ASC 1100 only counts once and the additional three credits are applied to Interdisciplinary Studies to total 30 credits.

### Florida's Statewide Course Numbering System

Courses in this catalog are identified by prefixes and numbers that are assigned by Florida's Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and by participating nonpublic institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online SCNS to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website at [http://scns.fldoe.org](http://scns.fldoe.org).

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the SCNS. The listing of prefixes and the first digit of the course number are assigned by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the SCNS. The listing of prefixes and associated courses is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

### Example of Course Identifier

<table>
<thead>
<tr>
<th>PREFIX</th>
<th>LEVEL CODE</th>
<th>CENTURY DIGIT</th>
<th>DECADE DIGIT</th>
<th>UNIT DIGIT</th>
<th>LAB CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>No Laboratory component in this course</td>
</tr>
</tbody>
</table>

*NOTE: These are the first three digits of a course number.*

### General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions, as listed below in Exceptions to the General Rule for Equivalency.

For example, a freshman composition skills course is offered by 84 different public and nonpublic postsecondary institutions. Each institution uses "ENC 101" to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "ENC" means "English Composition," the century digit "1" represents "Freshman Composition," the decade digit "0" represents "Freshman Composition Skills," and the unit digit "1" represents "Freshman Composition Skills I."

In the sciences and certain other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course that has the same prefix and course number but meets at a different time or place.

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at a Florida College System institution is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent. NOTE: Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on the semester-term system. For example, 4.0 quarter hours often transfer as 2.67 semester hours.

### The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or subcategory of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

### Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

"Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institution. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students."
EXCEPTIONS TO THE GENERAL RULE FOR EQUIVALENCY

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

A. Courses not offered by the receiving institution.
B. For courses at nonregionally accredited institutions, courses offered prior to the established transfer date of the course in question.
C. Courses in the _900-999 series are not automatically transferable, and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses, and Dissertations.
D. Applied academics for adult education courses.
E. Graduate courses.
F. Internships, apprenticeships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999.
G. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.).

COURSES AT NONREGIONALLY ACCREDITED INSTITUTIONS

The SCNS makes available on its home page (http://scns.fldoe.org) a report entitled “Courses at Nonregionally Accredited Institutions” that contains a comprehensive listing of all nonpublic institution courses in the SCNS inventory, as well as each course’s transfer level and transfer effective date. This report is updated monthly.

Questions about the SCNS and appeals regarding course credit transfer decisions should be directed to Jared Bezet in the Office of Academic Affairs or to the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the SCNS office at (850) 245-0427 or at http://scns.fldoe.org.

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STUDENT SERVICES

ORIENTATION
The student orientation program is designed to facilitate the transition to college, to familiarize new students with the organization, staff, and operation of the University. During the orientation, students are introduced to the mission and traditions of the University, rules and regulations, study techniques, and academic standards. Accordingly, all new and transfer students are encouraged to attend the orientation. Online students are encouraged to schedule a telephone orientation prior to starting. All students are encouraged to download the EU Mobile App.

ACADEMIC ADVISING
While the student is ultimately responsible for planning his/her own academic success, the University assigns each student an Academic Advisor. Students are required to meet with their advisor every semester. Advisors are available to meet with their students in person, via phone, or by email.

TUTORING
Tutoring is made available to those students needing additional assistance. Please contact the Academic Department to make arrangements.

In addition, Everglades University utilizes a tutoring system called Smarthinking. With Smarthinking, students’ experience online tutoring that is simple, fast and always available. Students connect to live educators from any computer that has Internet access, with no special software installation or equipment required. Through Smarthinking, we provide online tutoring 24 hours a day, 7 days a week enabling students to get the help they need when they need it.

Smarthinking tutoring includes live, on-demand tutoring; in addition to a writing lab. Students who do not need instant feedback can submit a question to a tutor. Students who would like to use Smarthinking can connect on-demand with an educator or they can schedule a thirty minute appointment with the tutor of their choice.

Smarthinking covers the widest range of subjects and provides expert tutoring for all students. Smarthinking tutoring subjects include: Writing, Reading, Mathematics, Science, Business, English for Speakers of other Languages, Spanish, Nursing and Allied Health, and Computers and Technology.

PLACEMENT
It is the policy of Everglades University to assist students in finding a career upon graduation. Prior to and after graduation, the administration will advise the student in career development skills and assist the students in finding employment in their chosen career fields. This service is available to both online and on campus students.

Everglades University utilizes a national web-based placement service at www.collegecentral.com/evergladesuniversity to further assist students in their job search. Students are required to provide the University with a current résumé to retain their placement privilege. Although Everglades University provides employment placement assistance, it does not promise or guarantee employment.

HOUSING
Everglades University does not offer housing; however, our Student Services Department has information available on housing options. Average rent for a single bedroom apartment in Florida varies depending upon geographic location. Students are responsible for securing off-campus housing.

TRANSPORTATION costs will vary by campus location and mode of transportation. Options for student transportation on and around each campus consist of the following:
• Bus Service: All campuses are accessible via bus transportation.
• Tri-Rail Service: The Boca Raton campus is adjacent to a Tri-Rail station.
• Automobiles: Parking spaces and parking stickers are provided for student automobiles.
• Bicycles: Students may ride bicycles to campus; however, they are not permitted in the building.
• Air Transportation: The Boca Raton Campus is centrally located approximately thirty minutes from the Fort Lauderdale-Hollywood International Airport and Palm Beach International Airport. In addition, Miami International Airport, with convenient worldwide connections, is less than one hour away. The Sarasota Campus is located approximately fifteen minutes from the Sarasota/Bradenton International Airport. The Tampa Campus is located approximately 10 minutes from the Tampa International Airport and approximately one hour from the St. Petersburg Airport. The Orlando Campus is about twenty minutes from Orlando International Airport. Flights to and from most major U.S. cities occur daily from any of these airports.

STUDENT LOUNGE
For on-campus students, student lounges are available. Student lounges provide a relaxing atmosphere and include vending machines and a microwave for those who would like to bring their meals. In addition, students can refer to the EU Student Mobile App for a list of nearby restaurants.

SPECIAL COURSES, WORKSHOPS, AND SEMINARS
Special courses, workshops and seminars may be held throughout the year for various interest groups including business and industry. The fee for this type of course will be published as far in advance as practical and is non-refundable.

PARKING
Since Everglades University is primarily a commuter’s university, parking and traffic regulations must be maintained for the protection of all. Students must park in authorized spaces. Students must not park in areas designated for the handicapped (unless possessing the appropriate licensure), on sidewalks or in “no parking” areas. Violators are subject to having their vehicle towed without prior warning or formal notification. Students must obtain and affix a valid parking permit decal to all cars parked at Everglades University. Additional permit decals may be obtained from the Student Services Department.

FIELD TRIPS
Students may be taken on field trips by their instructors at appropriate times during the classroom training period. These trips are designed to supplement the curriculum and to introduce the student to situations which cannot be reproduced in the classroom. Students will be notified in advance of any trips. Everglades University’s code of conduct applies during field trips.

GUEST LECTURERS
Everglades University believes that speakers from the business and professional world in which graduates will be entering can enhance students’ education. Guest lecturers are invited to speak to students on a variety of relevant subjects.
GRADING POLICY

Everglades University’s curriculum does not require specific vaccinations/immunizations for enrollment.

VOTER REGISTRATION

Annually on Constitution Day, all campus and online students are encouraged to register to vote. Voter registration forms are available at all campus locations 365 days a year through the Student Services Department. The university distributes mail voter registration forms to campus based students as part of a good faith effort to support participation in federal and state elections.

POLICIES

GRADING POLICY

Students in all programs are awarded letter grades for work completed at Everglades University. Academic work is evaluated and grades are assigned at the end of each class (month) in order to indicate a student’s level of performance. The individual criteria upon which the student’s performance are evaluated are distributed to students at the beginning of each course. Grades are based on the quality of a student’s work as shown by recitation, written performance. The individual criteria upon which the student’s performance are evaluated are distributed to students at the beginning of each course. Grades are based on the quality of a student’s work as shown by recitation, written performance. Grades and reports of a student’s progress may be mailed, posted, or given to the student at the end of each semester. Students may request an unofficial copy of their grade history at any time.

UNDERGRADUATE SCHOLASTIC HONORS

The Dean’s List is published at the end of each semester and lists students who have earned six or more credits and maintained a grade point average of 3.75 - 4.00. The Honor Roll is published at the end of each semester and lists students who have earned at least six credit hours and maintained a grade point average of 3.50 - 3.74. The Dean’s List is published at the end of each semester and lists students who have earned six or more credits and maintained a grade point average of 3.75 - 4.00. The Honor Roll is published at the end of each semester and lists students who have earned at least six credit hours and maintained a grade point average of 3.50 - 3.74.

GENERAL EDUCATION COURSES

General education is a component of each Everglades University undergraduate degree program. Everglades University’s general education curriculum is designed to emphasize the ability to think and read critically, to communicate effectively both in writing and in speech, and to understand quantitative data. Instead of focusing narrowly on skills, techniques and procedures specific to a particular occupation or profession, these courses help students to develop a critical appreciation of both the value and the limitations of methods of inquiry and analysis. General education courses provide an opportunity for students to achieve a collegiate level of literacy in the humanities, the social and behavioral sciences, and the natural sciences and mathematics.

At Everglades University, general education includes the knowledge, skills and perspectives that become part of an educational experience of all undergraduates regardless of major. A college education helps students begin a career. It should also help students become well-rounded individuals. Upon completing the general education curriculum, undergraduate students are required to complete the ETS Proficiency Profile.

MAKE-UP WORK POLICY AND REPEATING COURSES

Students who are unable to complete required work by the end of a term may be granted an Incomplete grade (I) with the instructor’s approval. This make-up work policy is granted on a case-by-case basis. Arrangements must be completed within a stated time frame from the end of the course. Failure to make such arrangements, leading to Withdrew-No Attendance (WNA), Withdrawn-Military Deployment (WM), or Transfer Credit from within EU (TEU) will result in the grade indicated by the faculty member on the Incomplete Grade Contract.

* Students receiving an Incomplete grade (I) in any subject will meet with the instructor to discuss satisfactory arrangements to fulfill the department’s requirements to receive a letter grade. These arrangements must be completed within a stated time frame from the end of the course. Failure to make such arrangements, without administrative approval, will result in the grade indicated by the faculty member on the Incomplete Grade Contract.

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Grades and reports of a student’s progress may be mailed, posted, or given to the student at the end of each semester. Students may request an unofficial copy of their grade history at any time.
without administrative approval, will result in a failing grade. Graduate students must receive a grade of “C” or above in all courses needed toward degree completion. A graduate course in which an “F” has been earned must be repeated until a satisfactory letter grade (e.g., “A”, “B”, “C”) has been achieved.

A course in which a letter grade of “D” or “F” has been earned may be repeated for grade point average purposes. No course may be repeated more than two times. A student wishing to repeat a course more than two times has the right to file a complaint/grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (page 169). When a student repeats a course because of failure, both the original and the subsequent grades are recorded on the official university transcript; however, only the passing grade is included in the grade point calculation at Everglades University. A course in which a satisfactory letter grade (e.g., “A”, “B”, “C”) has been earned may not be repeated for grade point average purposes. No courses may be repeated for grade point average purposes after graduation. Students are financially responsible to pay for all courses repeated.

CLASS SIZE
The average number of students in a typical on campus class is less than 25, with a maximum of 50 students. The philosophy and practice at Everglades University is to provide maximum individual attention and quality instruction for every student.

ATTENDANCE AND TARDINESS
At Everglades University, satisfactory attendance is considered a vital part of each student’s performance. Absences in excess of twenty-five (25) percent of class hours for any subject may cause a student to be ineligible to take the final examination in that subject. A student may be reinstated to classes following an evaluation of his/her abilities and performance by an instructor, Dean of Academic Affairs, or Associate Dean. Such determinations are made on a case-by-case basis. Excessive absences may also result in the following administrative actions: academic warning, probation, student suspension, student termination and cancellation or termination of student financial aid. In an emergency which causes a student to be absent, it is the student’s responsibility to make arrangements with the instructor to complete missed work.

Habitual tardiness or excessive absences, excused or unexcused, will result in a reduction of the final grade or dismissal if unsatisfactory progress is evident. Students who are tardy to class are docked for the time they were not in class. This amount will accrue towards the maximum absentee amount allowed of (25) percent.

TITLE IX COMPLIANCE
Title IX of the Education Amendments of 1972 protects individuals from discrimination based on sexual orientation in education programs or activities which receive Federal financial assistance. Everglades University not only complies with the letter of Title IX’s requirements but also endorses the law’s intent and spirit. The University is committed to compliance in all areas addressed by Title IX, including access to higher education, career education, math and science, standardized testing, athletics, education for pregnant and parenting students, learning environment, and technology, as well as sexual harassment.

All University students are responsible to make certain that sexual discrimination, sexual violence or sexual harassment does not occur. If you feel that you have experienced or witnessed sexual harassment or sexual violence, you should notify either the Title IX Coordinator or Title IX Responsible Employees designated below. Everglades University forbids retaliation against anyone for reporting harassment, assisting in making a harassment complaint, or cooperating in a harassment investigation; it is also a violation of Federal law. Additional details on this policy can be found at the following under the heading “Title IX Resources”. A copy of the primary prevention and awareness program is also available at the above link under the heading “Primary Prevention & Awareness Program”.

Title IX Coordinator:
Jared Bezet, Vice President of Academic Affairs, 5002 T-Rex Avenue, Suite 100, Boca Raton, FL 33431

Title IX Responsible Employees:
Campus Response Team (CRT) members are Title IX responsible employees. CRT members are identified by their CRT lanyard, and each CRT member has a hand held radio.

SATISFACTORY ACADEMIC PROGRESS- UNDERGRADUATE STUDENTS
Students at Everglades University are expected to maintain satisfactory academic progress and to make ongoing progress toward graduation. There are two standards that must be met: a qualitative standard and a quantitative standard.

The qualitative standard requires that a student achieve a minimum grade point average of 1.7 after completing his/her first semester at Everglades University. All students must achieve a minimum grade point average of 2.0 for the second semester and must maintain a cumulative grade point average of at least 2.0 in order to graduate from Everglades University.

A student whose cumulative grade point average falls below 2.0 is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds. A student on financial aid warning who brings his/her cumulative grade point average to 2.0 is removed from financial aid warning. A student who earns a 2.0 grade point average for a semester without attaining a cumulative 2.0 while on financial aid warning is allowed to remain in school. While on financial aid warning, a student not earning a 2.0 grade point average by the end of the semester must appeal to continue on Financial Probation, a student who fails to appeal or whose appeal is not accepted by the University will have financial aid terminated.

Everglades University students are entitled to fair processes and procedures. Students have the right to appeal by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal must minimally meet the qualitative standard of a 2.0 or demonstrate progress per the Academic Plan which includes no less than a 2.0 GPA at the end of the returning semester. A student returning from Financial Aid Probation, who fails to meet the qualitative standard at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal.

The quantitative standard requires students to complete their program of study within 150% of the normal timeframe allotted for completion of the program. Transfer credit hours, repeated courses, and all attempted courses that meet degree requirements are considered in the determination of this 150% normal time frame, although not in computation of grade point average. The normal timeframe is measured in credit hours
students to successfully complete 67% of credit hours attempted the first semester and each semester thereafter. Academic year is two semesters. If a student withdraws from a course, the credit hours of that course are included in determining the quantitative standard of satisfactory academic progress. All students must have completed a minimum of 67% of credit hours attempted in order to graduate within 150% of the normal timeframe.

A student whose cumulative completion rate falls below 67% at the end of the first semester or any subsequent semester is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds.

A student who completes 67% of credit hours attempted in a semester while on financial aid warning is allowed to remain in school. A student on financial aid warning who brings his/her completion rate to 67% is removed from financial aid warning. A student on financial aid warning who does not complete 67% of the credits attempted by the end of the semester must appeal to continue on Financial Probation, a student who fails to appeal or whose appeal is not accepted by the University will have financial aid terminated.

Everglades University students are entitled to fair processes and procedures. Dismissed students have the right to appeal this by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (page 169). A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal must minimally meet the quantitative standard of completing 67% or more of credit hours attempted at the end of the returning semester. A student returning from Financial Aid Probation who fails to meet the quantitative standard of completing 67% or more of credit hours attempted at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal.

A course that receives a grade of “W” for a course withdrawal or a grade of “I” for an incomplete will be evaluated as a non-completed course. These non-completed courses will be calculated into the quantitative Satisfactory Academic Progress standards. A course that receives a failing grade of “F” will be calculated into both the qualitative and quantitative Satisfactory Academic Progress standards. When a student repeats a course because of failure, both the original and the subsequent grades are recorded on the official university transcript; however, only the passing grade is included in the grade point calculation, both grades are counted towards the cumulative completion or quantitative standard. A course that receives a grade of “WNA” for a course withdrawal-no attendance will be evaluated as a non-completed course and will not be calculated into either the qualitative or quantitative Satisfactory Academic Progress standards.

These standards apply to all students (those receiving veterans’ benefits, those receiving financial aid and cash-paying students). The Veterans’ Administration is notified of unsatisfactory progress of a veteran student who remains on financial aid warning beyond two consecutive semesters. At that point, Veterans Benefits can be terminated. A student terminated from Veterans Benefits due to unsatisfactory progress may be recertified for benefits upon attaining a 2.0 cumulative grade average.

Satisfactory Academic Progress- Graduate Students

Students at Everglades University are expected to maintain satisfactory academic progress and to make ongoing progress toward graduation. There are two standards that must be met: a qualitative standard and a quantitative standard.

The qualitative standard requires that a student achieve a minimum grade point average 3.0 for the first semester and must maintain a cumulative grade point average of at least 3.0 in order to graduate from Everglades University.

A student whose cumulative grade point average falls below 3.0 is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds. A student on financial aid warning who brings his/her cumulative grade point average to 3.0 is removed from financial aid warning. A student who earns a 3.0 grade point average for a semester without attaining a cumulative 3.0 while on financial aid warning is allowed to remain in school. While on financial aid warning, a student not earning a 3.0 grade point average by the end of the semester must appeal to continue on Financial Probation, a student who fails to appeal or whose appeal is not accepted by the University will have financial aid terminated.

Everglades University students are entitled to fair processes and procedures. Students have the right to appeal by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (page 169). A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal must minimally meet the qualitative standard of completing 67% or demonstrate progress per the Academic Plan which includes no less than a 3.0 GPA at the end of the returning semester. A student returning from Financial Aid Probation, who fails to meet the qualitative standard at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal.

The quantitative standard requires students to complete their program of study within 150% of the normal timeframe allotted for completion of the program. Transfer credit hours, repeated courses, and all attempted courses that meet degree requirements are considered in the determination of this 150% normal time frame, although not in computation of grade point average.

In order to ensure completion of a program within the maximum timeframe, Everglades University requires students to successfully complete 67% of credit hours attempted each semester. If a student withdraws from
a course, the credit hours of that course are included in determining the quantitative standard of satisfactory academic progress. All students must have completed a minimum of 67% of credit hours attempted in order to graduate within 150% of the normal timeframe.

A student whose cumulative completion rate falls below 67% at the end of the first semester or any subsequent semester is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds.

A student who completes 67% of credit hours attempted in a semester while on financial aid warning is allowed to remain in school. A student on financial aid warning who brings his/her completion rate to 67% is removed from financial aid warning. A student on financial aid warning who does not complete 67% of the credits attempted by the end of the semester must appeal to continue on Financial Probation, a student who fails to appeal or whose appeal is not accepted by the University will have financial aid terminated.

Everglades University students are entitled to fair processes and procedures. Students have the right to appeal by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (page 169). A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal is eligible for Title IV aid and must minimally meet the quantitative standard of completing 67% or more of credit hours attempted at the end of the returning semester. A student returning from Financial Aid Probation who fails to meet the quantitative standard of completing 67% or more of credit hours attempted at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal. A course that receives a grade of “W” for a course withdrawal or a grade of an “I” for an incomplete will be evaluated as a non-completed course. These non-completed courses will be calculated into the quantitative Satisfactory Academic Progress standards. A course that receives a non-passing grade of “D” or “F” will be calculated into both the qualitative and quantitative Satisfactory Academic Progress standards.

When a student repeats a course because of failure, both the original and the subsequent grades are recorded on the official university transcript; however, only the passing grade is included in the grade point calculation, both grades are counted towards the cumulative completion or quantitative standard. A course that receives a grade of “WNA” for a course withdrawal-no attendance will be evaluated as a non-completed course and will not be calculated into either the qualitative or quantitative Satisfactory Academic Progress standards.

These standards apply to all students (those receiving veterans’ benefits, those receiving financial aid and cash-paying students). The Veterans’ Administration is notified of unsatisfactory progress of a veteran student who remains on financial aid warning beyond two consecutive semesters. At that point, Veterans Benefits can be terminated. A student terminated from Veterans Benefits due to unsatisfactory progress may be recertified for benefits upon attaining a 3.0 cumulative grade average.

MAXIMUM TIME FOR PROGRAM COMPLETION
Students are expected to complete all courses leading to a degree as they are scheduled in sequence. Under unusual circumstances, the University President or Vice President may authorize additional time to allow a student the opportunity to satisfy graduation requirements. Under no condition will a student be allowed to extend the time needed to graduate beyond the maximum time frame of one-and-one-half times the standard program length (150%). Students who fail to meet this educational objective will be ineligible for financial aid and all financial disbursements must be terminated.

STUDENT APPEAL OF UNSATISFACTORY PROGRESS
A student has the right to appeal a determination of unsatisfactory progress through the Student Satisfactory Academic Progress or Grade Complaint as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (page 169).

ACADEMIC YEAR
Undergraduate Students: Everglades University recognizes the two semesters of class attendance (32 weeks) and at least 24 semester hours.

Graduate Students: Everglades University recognizes the two semesters of class attendance (32 weeks) and at least 12 semester hours.

COURSE LOAD
A typical undergraduate full-time course load is 12 credit hours. To have the status of full-time undergraduate student, a student must be enrolled in at least twelve credit hours of college courses for the duration of a semester.

Undergraduate students who have completed at least one semester at Everglades University and have a CUM GPA of 3.0 or higher may request to take up to eighteen credits per semester with approval from the Associate Dean, Dean of Academic Affairs, or Vice President of Academic Affairs. Courses in excess of 12 credits in a semester are charged on a per course basis. All students seeking approval to take more than 12 credit hours per semester must be in good standing academically and financially with the university.

A typical course load for graduate students at Everglades University is up to 12 credit hours. To have the status of a full-time graduate student, a student must be enrolled in at least 6 credit hours of college courses for the duration of a semester.

DEFINITION OF TERMS
For the purpose of this catalog, the following apply:
1. Academic Year: Minimum of two semesters, 32 weeks in duration.
2. Semester: A term of instruction 16 weeks in duration.
3. Period of Enrollment or Period of Financial Obligation = One semester.
4. Semester Credit Hours:
   • Undergraduate Programs- One semester hour equals sixteen clock hours of classroom contact.
   • Graduate Programs- One semester hour equals fifteen clock hours of classroom contact.
   • One semester hour equals thirty clock hours of laboratory class contact.
5. Undergraduate Student:
   • Full-time student: Student enrolled for a minimum of 12 semester credit hours.
   • Three-quarter time student: Student who is enrolled in 9 semester credit hours.

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ACADEMIC INTEGRITY

The University can best function and accomplish its mission in an atmosphere of high ethical standards. As such, the University expects students to observe all accepted principles of academic honesty. Academic honesty in the advancement of knowledge requires that students respect the integrity of one another’s work and recognize the importance of acknowledging and safeguarding the validity of intellectual property. Students are expected to maintain complete honesty and integrity in all academic work attempted while enrolled at the University. Academic dishonesty is a serious violation of the trust upon which an academic community depends. There are different forms of academic dishonesty including, but not limited to, the following:

- Acquiring or Providing Information Dishonestly: Using unauthorized notes or other study aids during an examination; using unauthorized technology during an examination; improper storage of prohibited notes, course materials and study aids during an exam such that they are accessible or possible to view; looking at other students' work during an exam or in an assignment where collaboration is not allowed; attempting to communicate with other students in order to get help during an exam or in an assignment where collaboration is not allowed; obtaining an examination prior to its administration; altering graded work and submitting it for re-grading; allowing another person to do one's work and submitting it as one's own; or undertaking any activity intended to obtain an unfair advantage over other students.

- Plagiarism: The deliberate or unintentional use of another’s words or ideas without proper citation for which the student claims authorship. It is a policy of Everglades University that students assume responsibility for maintaining honesty in all work submitted for credit and in any other work designated by an instructor of a course. Students may not submit the same work completed for one course in any other course, earning credit for the same work each time. Plagiarism, because it is a form of theft and dishonesty that interferes with the goals of education, must carry severe penalties. The penalties are as follows:

  - Partially Plagiarized Assignments:
    - The first occurrence of a student turning in an assignment containing plagiarized material results in an automatic “F” for that assignment.
    - The second occurrence of a student turning in an assignment containing plagiarized material results in an automatic “F” for the course.
    - The third occurrence of a student turning in an assignment containing plagiarized material results in an automatic dismissal from the University.

  - Entirely Plagiarized Assignments
    - The first occurrence of a student turning in an entire plagiarized assignment results in an automatic “F” for the course.
    - The second occurrence of a student turning in an entire plagiarized assignment results in an automatic dismissal from the University.

- Students who have been dismissed may reapply to Everglades University after remaining out of school for one full semester. Everglades University believes strongly that each student against whom the University is forced to take action, has a right to procedural due process where the student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or other action related to the student, the student may appeal the decision to the Grievance Committee. The procedures for the grievance are found in the Everglades University catalog.

On written papers for which the student employs information gathered from books, articles, electronic, or oral sources, each direct quotation, as well as ideas and facts that are not generally known to the public at large, or the form, structure, or style of a secondary source must be attributed to its author by means of the appropriate citation procedure. Only widely known facts and first-hand thoughts and observations original to the student do not require citations. Citations may be made in footnotes or within the body of the text. Plagiarism also consists of passing off as one’s own, segments or the total of another’s work. Students who have been dismissed may reapply to Everglades University after remaining out of school for one full semester. Everglades University believes strongly that each student against whom the University is forced to take action, has a right to procedural due process where the student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or other action related to the student, the student may appeal the decision to the Grievance Committee. The procedures for the grievance are found in the Everglades University catalog.

At Everglades University, references are cited in accordance with the American Psychological Association (APA) approved format. Guidelines for the appropriate use of this format for citing references are included in the appendices of this Handbook and assignments may be used by the University to assist in future education by students.

Conspiracy:
Agreeing with one or more persons to commit any act of academic dishonesty.

Fraudulent Behavior:
Fraudulent behavior includes sharing one’s confidential login information with another person, which can also be an instance of misrepresenting oneself. In addition, allowing another student to participate in class assignments
under your name and submitting work under another student’s name constitute violations of academic integrity.

Fabrication of Information:
Falsifying or inventing any information, citation, or data; using improper methods of collecting or generating data and presenting them as legitimate; misrepresenting oneself or one’s status in the University; perpetrating hoaxes unbecoming to students in good standing or potentially damaging to the University’s reputation or that of the members of its academic community of students and scholars.

Multiple Submissions:
Submitting the same work for credit in two different courses without the instructor’s permission.

Facilitating Academic Dishonesty:
Aiding another person in an act that violates the standards of academic honesty; allowing other students to look at one’s own work during an exam or in an assignment where collaboration is not allowed; providing information, material, or assistance to another person knowing that it may be used in violation of course, departmental, or University academic honesty policies; providing false information in connection with any academic honesty inquiry.

Abuse or Denying Others Access to Information or Resource Materials:
Any act that maliciously hinders the use of or access to library or course materials; the removing of pages from books or journals or reserve materials; the removal of books from libraries without formally checking out the items; the intentional hiding of library materials; the refusal to return reserve readings to the library; or obstructing or interfering with another student’s academic work. All of these acts are dishonest and harmful to the community.

Falsifying Records and Official Documents:
Forging signatures or falsifying information on official academic documents such as drop/add forms, incomplete forms, petitions, letters of permission, or any other official University document.

Disclosure of Confidential Information (if applicable to major):
A high, responsible standard of conduct and professionalism is expected from each student. Students are personally accountable for the way in which patient information and other confidential information in clinical facilities is utilized. Confidential information is never to be discussed with anyone other than those directly involved in the care of the patient or in the legitimate use of other confidential agency information. Those having access to patient, salary, or associate information should never browse such information out of “curiosity.” It is to be used and accessed only for legitimate, clinical/learning purposes.

A breach in confidentiality which involves discussing and/or releasing confidential patient or facility information, or obtaining unauthorized system access, will lead to disciplinary action from Everglades University.

Each student must seriously evaluate his/her daily use of confidential patient or facility information to assure its proper use. When in doubt, students should seek clarification or direction from their immediate supervisor.

SANCTIONS FOR VIOLATING THE ACADEMIC INTEGRITY POLICY
After determining that the student has violated the Academic Integrity Policy, the instructor may impose one of the following sanctions (please note: separate sanctions apply to Plagiarism as described above):
• The first occurrence of academic dishonesty will result in a grade of “F” for the assignment or examination.
• The second occurrence of academic dishonesty will result in a grade of “F” for the course.
• The third occurrence of academic dishonesty will result in dismissal from the University.

All progressive disciplinary measures described above are cumulative throughout the program and not limited to occurrences within a specific course or term. Students who have been dismissed may reapply to Everglades University after remaining out of school for one full semester.

Everglades University believes strongly that each student against whom the University is forced to take action, has a right to procedural due process where the student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or other action related to the student, the student may appeal the decision to the Grievance Committee. The procedures for the grievance are found in the Everglades University catalog.

PROFESSIONAL BEHAVIOR POLICY
The University has established a set of professional behavior(s) which will help students develop their knowledge and skills for entry-level positions in their fields.
• Adhere to University policies and procedures as outlined in the University catalog.
• Adhere to program policies and procedures as outlined in the program student handbook.
• Arrive to class on time; punctuality is a demonstration of professional behavior.
• Demonstrate responsibility and accountability in all aspects of the educational process.
• Demonstrate appropriate communication, interaction and behavior toward other students, faculty and staff.
• Respect the learning environment regarding visitors. Visitors may not attend class. This includes children, spouses, parents, friends, animals or any other visitor.

If a student demonstrates unprofessional behavior(s), the student will be placed on an Administrative Action and receive a written warning, final written warning, or program dismissal depending on the severity of the action (Professional Behavior Procedure). A student action plan will be implemented outlining the immediate expected professional behavior(s) to be consistently demonstrated by the student. The program reserves the right to withdraw the student at any time if the inappropriate behavior is judged extreme as determined by the Associate Dean and dean of academic affairs.

PROFESSIONAL BEHAVIOR PROCEDURE
The Administrative Action will become effective in the semester the student is currently enrolled in, and remain in place for the remainder of the following semester. At the completion of the following semester, the Associate Dean or dean will assess the student’s progress and determine whether to remove the student from or to extend the Administrative Action. Failure to meet the terms of the Administrative Action, as outlined in a student action plan, will result in dismissal from the program. If additional unprofessional behavior(s) should occur during the remainder of the program, the student will be dismissed from the program and the University, and may be eligible for re-entry to the University.

Academic and Administrative Dismissal:
The average number of students in a typical on campus class is less than 25, with a maximum of 60 students.
• Failure to meet minimum educational standards established by the program in which the student is enrolled.
• Failure to meet student responsibilities including, but not limited to:
  – meeting of deadlines for academic work and tuition payments;
  – provision of documentation, corrections and/or new information as requested;
  – notification of any information that has changed since the student’s initial application;
  – purchase or otherwise furnish required supplies;

The University has established a set of professional behavior(s) which will help students develop their knowledge and skills for entry-level positions in their fields.
FINANCIAL SERVICES

GENERAL INFORMATION
The Financial Services Department at Everglades University provides students with assistance in applying for financial aid in order to pay tuition for their educational expenses while attending the University. The Financial Services Department has established procedures which assure fair and consistent treatment of all applicants.

Everglades University believes that the primary responsibility for educational costs rests with the student and his/her family. However, financial aid is available to meet the difference between a personal student’s resources and his/her actual needs. Everglades University examines the total cost associated with attending the University including, but not limited to, tuition and fees, room and board, books and supplies, personal and allowable travel expenses, and other miscellaneous expenses.

Everglades University uses the Free Application for Federal Student Aid (FAFSA) to document and collect information used in determining a student’s eligibility for financial aid. You must complete your FAFSA Applications online at www.fafsa.ed.gov. Your Application is confidential and is through the Department of Education website. Everglades University’s school code is 031085.

Everglades University maintains a full-time Financial Services Department at each campus to meet student needs. Students are encouraged to make appointments with a Financial Services Administrator to ensure that they obtain the funding needed for their University investment. The United States Department of Education has determined that Everglades University is an institution eligible to participate in Federal Title IV financial aid programs. Everglades University is also approved to participate in the Florida State Grant and Scholarship Programs.

COST OF ATTENDANCE BUDGET (COA)
The cost of attendance is not a constant figure, it varies by the type of institution and the costs associated with attending that institution. The cost of attendance is used to determine a student’s eligibility for Federal Grants, Direct Student Loans along with State Funding (grants and scholarships) and other types of non-need base funding such as 529, Pre-Paid Programs and External Scholarships.

The cost of attendance is used to determine a student’s eligibility for financial aid. To determine an undergraduate eligibility for grant funding will use the COA–EFC and based on credits to be attempted. For certain grants a student must be full time. The expected family contribution (EFC) on page one of the student’s Institutional Student Information Report (ISIR, top right-hand corner) is based on a 9 month academic year. At Everglades University the EFC is based on the 8 month academic year (2 semesters, 32 weeks, and 8 months) in determining all other funding’s except Federal Pell Grant eligibility. The cost of attendance known as the cost of education is frequently referred to as the student’s “budget”. For example the formula is cost of attendance minus EFC minus aid equals unmet need (balance not covered).

TYPES OF FINANCIAL AID
Everglades University has the following federal aid, state aid and institutional programs available to students who qualify (subject to availability of funds). The amount of aid a student receives at Everglades University is based on the cost of attendance minus the expected family contribution (EFC) equals the unmet need. Student enrollment status (full time, 3/4 time, 1/2 time, 1/4 time) and the length of attendance within the academic year is taken into consideration as to how the student is being package for financial aid within the academic period of obligation.

GRANTS
Grants are awarded to undergraduate students based on substantial financial need. Grants do not have to be repaid unless a student becomes ineligible. Students must maintain satisfactory academic progress as defined in the Everglades University Satisfactory Academic Progress Policy.

Federal Pell Grant:
A Federal Pell Grant is an award to assist needy undergraduate students in paying for their education. Pell Grants do not have to be repaid unless a student becomes ineligible. Students who have achieved a bachelor’s degree are not eligible for a Federal Pell Grant. Eligibility for a Federal Pell Grant is based on several factors. The student completes a Free Application for Federal Student Aid (FAFSA) and this generates an Expected Family Contribution (EFC) number. Using the EFC number and other criteria, the amount of award is determined.

Federal Supplemental Educational Opportunity Grant (FSEOG):
The Federal SEOG provides additional grant assistance to undergraduate students. Funds are given to Pell eligible students with exceptional financial need. Federal SEOG awards do not have to be repaid unless a student becomes ineligible. Students with a bachelor’s degree are not eligible for Federal SEOG.

The William L. Boyd, IV Florida Resident Access Grant (FRAG):
The grant program provides tuition assistance to Florida undergraduate students attending an eligible private non-profit Florida college or university. To be considered for the Florida Resident Access Grant the applicant must meet Florida’s residency requirements for receipt of state student financial aid and must enroll for a minimum of 12 credit hours per semester along with the other eligibility requirements.
Florida Student Assistance Grant (FSAG):
The FSAG program is funded by the State of Florida and granted to needy students enrolled in bachelor degree or associate degree programs. To be considered for an FSAG Grant, applicants must meet Florida’s residency requirements for receipt of state student financial aid and must enroll for a minimum of 12 credit hours per semester. They must complete a Free Application for Federal Student Aid (FAFSA) which must be processed and contain a valid Expected Family Contribution (EFC) by the cutoff date set by the University for each of the Fall and Winter terms.

FINANCIAL AID PROCEDURE

Everglades University students must complete a Free Application for Federal Student Aid form. Many funds are limited and are awarded to those students who have the greatest need. Students will meet with the Financial Services Department to determine their eligibility.

Students complete their paperwork online via paperless process. After the Free Application for Federal Student Aid is processed, the University receives an electronic Institutional Student Information Report (ISIR) and the student receives a Student Aid Report (SAR) from the U.S. Department of Education within 30 days. If verification is required, requested documentation must be produced by student, spouse, and/or parent (whichever is applicable). The Financial Services Department will explain the verification procedure if the situation arises.

The Financial Services Administrator submits the relevant paperwork to the appropriate lenders/agencies and follow up to ensure that the financial aid file is complete and accurate. Financial Services is the liaison between the lenders/servicing agencies and the student. The Director of Financial Services works to see that students are aware of their responsibilities, that student tuition is paid, that the lender obtains the correct paperwork, and that all documents are executed and tracked correctly.

Financial Services is dedicated to helping the students understand and comply with the forms and paperwork that the financial aid application process entails. Students must re-apply for financial assistance each year.

NOTE: A student’s financial aid is solely the responsibility of the student. Each student is responsible for...
correctly completing all applications and processing paperwork in a timely manner. If student aid is not received by the University while the student is in school, the student is responsible for all tuition and fees due to the University.

STUDENT RIGHTS AND RESPONSIBILITIES

Student Rights:
All Everglades University students have the right to:
• Know when they will receive their financial aid.
• A copy of the documents describing the University accreditation or licensing.
• Information about Everglades University programs, instructional and other physical facilities, and faculty.
• Information relating to job placement rates.
• Information concerning the cost of attendance.
• Information on the refund policy for students who withdraw.
• Information about Federal Work-Study jobs:
  _ What kind of job it is
  _ What hours a student must work
  _ What job duties are
  _ What the rate of pay is
  _ How and when payroll is issued
• Reconsideration of their aid package if the student believes a mistake has been made or if enrollment or financial circumstances have changed.
• Information on how the University determines whether a student is making satisfactory progress, and if not, the nature of the procedures.
• Information concerning special facilities and services that are available under the Americans with Disabilities Act.
• Information as to what financial assistance is available, including information on all federal, state, local, private, and institutional financial aid programs.
• Information as to who Financial Services personnel are, where they are located, and how to contact them.
• Information concerning the procedures and deadlines for submitting applications for each available financial aid program.
• Information concerning how financial aid recipients are selected for various programs.
• Information concerning how a student’s financial aid eligibility is determined.
• Information on how much of the financial need, as determined by the University, has been met.
• Information concerning each type and amount of assistance in each student’s financial aid package.
• Information concerning the interest rate on any student loan a student has, the total amount which must be repaid, the length of time to repay, when repayment must begin, and what cancellation or deferment (postponement) provisions apply.
• Know their academic advisor.
• Information concerning the University’s policies regarding attendance, dress, tardiness, and testing.
• Fair, equal non-discriminatory treatment from all University personnel.
• Information concerning the University’s academic and administrative policies.
• Access to their student records.
• Freedom of academic expression.

Student Responsibilities:
It is the responsibility of each Everglades University student to:
• Abide by Everglades University student code of conduct.
• Read, understand, and keep copies of all forms they are given.
• Review and consider all information about the University’s program prior to enrollment.
• Pay special attention to the Free Application for Student Financial Aid, complete it accurately, and submit it on time to the right place. (Errors can delay or prevent receiving aid).
• Know and meet all the deadlines for applying or reapplying for aid.
• Provide all documentation, corrections, and/or new information requested by either the Financial Services Department or the agency to which the application was submitted.
• Notify the University of any information that has changed since the student’s initial application for financial aid.
• Repay all student loans.
• Complete an entrance and exit interview if the student has a Federal Perkins Loan, Federal Subsidized and/or Unsubsidized Loans, or Federal PLUS Loan.
• Notify the University and lender (if student has a loan) of any changes in the student’s name, address, or attendance status (half-time, three quarter-time, or full-time).
• Satisfactorily perform the work agreed upon in a Federal College Work-Study Program, if the student has been granted one.
• Understand the University’s refund policy which is clearly stated on the enrollment agreement and in this catalog.
• Read the contents of the Application for Admission carefully.
• Purchase or otherwise furnish books and supplies.
• Maintain University property in a manner that does not deface, destroy or harm it.
• Return library books in a timely manner and pay any fines that may be imposed.
• Obtain required educational and financial clearances prior to graduation.
• Comply with all parking regulations.

POLICIES AND PROCEDURES FOR VERIFICATION

In accordance with 34 CFR 668.53, Everglades University has developed the following policies and procedures for the verification of information provided by applicants for Federal Title IV student financial aid.
1. Only those students selected for verification by the U.S. Department of Education (ED) or those with conflicting information in their records will be required to submit supporting documentation. In most cases, the required documentation consists of a completed verification worksheet, a signed tax transcript or utilize the IRS data retrieval to upload the prior year tax information onto the Free Application for Student Financial Aid (FASFA). Any conflicting information in the student’s file must be resolved before any financial aid may be disbursed, regardless of the student’s verification status.
2. No Federal Pell Grant, Federal Campus Based Aid, or Federal Direct Loan funds will be disbursed prior to the completion of verification.
3. A Federal Direct Loan will not be originated until all verification has been completed.
4. Students eligible to receive a Pell Grant, Campus Based aid or a Federal Direct Loan will have until 120 days after their last day of attendance or by the deadline published in the Federal Register each year (deadline is usually around the end of September) whichever is earlier, to complete verification. However, in the interim, the student must have made arrangements with the school for payment of all tuition and fees due, or risk termination from the school. After the aforementioned period, all financial aid that might have been due is forfeited.
5. All students will be notified on a timely basis if they were selected for verification and what supporting documentation is required. At that time, the student will be informed of the time parameters and the consequences of not completing the verification cycle. The institution will notify the student of the results of
the verification process and any other documentation needed. The institution will assist the student in correcting any information that is inaccurate and will notify the student via award letter if an award changes. The institution will use as its reference the most recent Verification Guide supplied by U.S. Department of Education.

6. If the student receives an overpayment based on inaccurate or conflicting information on any application and refuses to correct the information or repay the Federal funds after being counseled by the institution, the school will refer the case to U.S. Department of Education for resolution. Unless required by U.S. Department of Education, no further Federal Financial Aid will be disbursed to the student.

7. The financial aid file must be documented with the date that verification is completed.

Student Eligibility Requirements

Any applicant for admission who indicates on his/her application that financial assistance is needed for education must complete a Free Application for Federal Aid at www.fafsa.ed.gov.

Federal Financial Aid is not available to international students unless they are eligible non-citizens. Eligible non-citizens must provide current documentation of immigration status prior to applying for financial aid.

To be eligible to receive most need-based aid, a student must meet the following requirements:

• Show financial need.
• Be enrolled in an eligible degree program.
• Have a high school diploma or a GED.
• Be a U.S. Citizen or eligible non-citizen.
• Have a valid Social Security Number.
• Maintain Satisfactory Academic Progress.
• Comply with requirements of the Anti-Drug Abuse Act.
• Not be in default on a Federal Perkins Loan (or National Direct Student Loan), Federal Subsidized and/or Unsubsidized Loan, or Federal Plus Loan.
• Not owe a refund on a Federal Pell Grant or Federal Supplemental Educational Opportunity Grant (FSEOG).
• Agree to use any Federal student aid received solely for educational purposes.
• Be enrolled at least half-time (for most programs).
• Sign a Statement of Educational Purpose/Certification on refunds and default.
• Sign a statement of updated information certifying that certain items on their Institutional Student Information Record are correct.
• Sign a Statement of Registration Status if required to register with the Selective Service.

Disbursement Procedures

Federal Regulations allow a school to disburse Title IV Financial Aid to students up to ten days before the start of the semester. The Institution has a policy to disburse all financial aid one week before the first day of the semester for all new and continuing students. The exceptions to this policy are first year, first time borrower students borrowing under the Direct Loan Program. The first disbursement of their Direct Loan until after was in class for 30 days from student’s first day of class. For students who are returning to school from a Leave of Absence or who are re-enrolling after being withdrawn from school should be scheduled for one week delay to ensure their return to classes and then their disbursement will be made. The method by which Everglades University disburses financial aid is as follows:

• Students complete the Financial Aid process

Tuition and Fees

The tuition for undergraduate courses at Everglades University has been calculated on a credit basis of $700 per credit hour, charged on a semester basis of ($700 x 12 credits) $8,400 per semester and is subject to annual review and modification. The tuition for graduate courses at Everglades University has been calculated on a credit basis of $775 per credit hour, charged on a semester basis of ($775 x 12 credits) $9,300 per semester and is subject to annual review and modification. A semester is sixteen weeks or approximately four months long beginning upon the student’s start date. Undergraduate students maintaining a 3.0 or higher cum GPA are eligible to take up to 18 credits per semester, subject to approval of the Associate Dean, Dean of Academic Affairs or Vice President of Academic Affairs. This may only be granted to students whose accounts are current and up to date. Undergraduate students maintaining a 3.0 cum GPA or higher may take additional credits, beyond 12 but not to exceed 18 credits, at a charge of $2,100 per 3 credit course. Undergraduate students electing to take a course that includes a lab will be charged $1,000 per one credit course.

Tuition and Fee Disclosure

Everglades University wishes to eliminate possible areas of misunderstanding before students begin class. This allows the University to devote future efforts to support our students’ education. At Everglades University tuition and fees are charged to the student by the semester. Each semester is 16 weeks. Everglades University students are charged by the semester for the scheduled credit hours. University student tuition and fees are subject to annual review and modification. Proration of charges due to withdrawal are explained in the University catalog.

Tuition Charge per Semester for All Undergraduate Degree Programs:

<table>
<thead>
<tr>
<th>Credits</th>
<th>Full Time</th>
<th>Three Quarter Time</th>
<th>Half Time</th>
<th>Quarter Time</th>
<th>Lab Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 credits</td>
<td>$8,400</td>
<td>$6,300</td>
<td>$4,200</td>
<td>$2,100</td>
<td>$1,000 per lab</td>
</tr>
<tr>
<td>9 to 11.99</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 to 8.99</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Up to 5.99</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For undergraduate students with a CUM GPA of 3.0 or higher wishing to take up to 18 credits in a semester the tuition charge per semester will be $12,600 ($700 per credit hour).
Tuition Charge per Semester for All Graduate Degree Programs:

<table>
<thead>
<tr>
<th>Status</th>
<th>Credits</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time</td>
<td>12 credits</td>
<td>$9,300</td>
</tr>
<tr>
<td>Three Quarter Time</td>
<td>9 to 11.99</td>
<td>$6,975</td>
</tr>
<tr>
<td>Half Time</td>
<td>6 to 8.99</td>
<td>$4,650</td>
</tr>
<tr>
<td>Quarter Time</td>
<td>Up to 5.99</td>
<td>$2,325</td>
</tr>
</tbody>
</table>

Education Fee Charge Per Semester for Full-time Students in All Programs:

<table>
<thead>
<tr>
<th>Type</th>
<th>Fee per semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-site Day/Evening</td>
<td>$400</td>
</tr>
<tr>
<td>Online</td>
<td>$800</td>
</tr>
</tbody>
</table>

For students who are in their last semester taking less than a full-time semester or greater than a 12 credit full-time semester education fees will be prorated or added in the amount of $100 per course for on-site students & $200 per course for on-line students.

Everglades University reserves the right to make annual changes in tuition and fees. Curriculum changes may be made during any phase of its programs where it is the opinion of the administration that the students or the University will be benefited. Such changes may be made without further notice. Tuition is charged by the semester and by Full Time Status, Three Quarter Time Status, Half Time Status or Quarter Time Status for the semester.

An academic transcript will not be released if the student has a balance with the institution for any reason.

**FEE POLICY**

Payment of all fees, or arrangement for the payment of all fees, must be made at the time of registration and are subject to change without notice. Students taking courses on an audit basis pay the same fee as those students taking courses for academic credit. All financial obligations owed to Everglades University must be paid, or arrangements for payment must have been made, before a student may re-register, receive transcripts or graduate.

The University reserves the right to increase the cost per credit, registration fee and/or education fees on an annual basis. Students can access the University’s Net Price Calculator on the University’s website at https://enroll.EvergladesUniversity.edu/Npc

The current fee schedule is as follows:

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (one-time)</td>
<td>$50 (non-refundable)</td>
</tr>
<tr>
<td>Registration Fee (one-time)</td>
<td>$145</td>
</tr>
<tr>
<td>Education Fee for Online Students</td>
<td>$800 (per semester)</td>
</tr>
<tr>
<td>Education Fee for On campus Students</td>
<td>$400 (per semester)</td>
</tr>
<tr>
<td>Lab Kit</td>
<td>$400</td>
</tr>
<tr>
<td>Late Fee Charge (for students who have a cash payment)</td>
<td>$10 per month for each month past due</td>
</tr>
<tr>
<td>Administrative Fee (Withdrawal)</td>
<td>$100</td>
</tr>
<tr>
<td>Re-Entry Fee</td>
<td>$150</td>
</tr>
<tr>
<td>Change of Start Date Fee</td>
<td>$75</td>
</tr>
<tr>
<td>Graduation Transcript Fee</td>
<td>$100</td>
</tr>
<tr>
<td>Withdrawal Fee</td>
<td>$5</td>
</tr>
<tr>
<td>Handling Fee (per shipment)</td>
<td>$5</td>
</tr>
<tr>
<td>Cash Payment Late Fee Charge</td>
<td>$10 per month for each month past due</td>
</tr>
</tbody>
</table>

Transcript Fee fees vary by institution charges per transcript
Rush Transcript Request varies by destination
Shipping varies by weight and destination

This is not an all-inclusive listing of the different fees which may be charged.

Other Fees:

Any fees incurred by the school from any bank or credit card company, due to any chargebacks, non-sufficient fund fees, or any other fee in pursuit of payment are subject to a $25 fee per transaction. This fee will be charged to the student’s ledger card. A $25 fee will be charged to the student’s ledger card for a stipend check to be sent within the United States via overnight mail.

**ESTIMATED TOTAL DEGREE PROGRAM COST**

The following are estimated total degree program costs for tuition, books, and fees. The total estimated costs do not take into account transfer credits that may be accepted by Everglades University upon evaluation of prior official transcript(s), which may reduce the estimated total degree program cost.

**ESTIMATED TOTAL ON CAMPUS DEGREE PROGRAM COST:**

Undergraduate Degree Program tuition is based on 123 credits.

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$86,100</td>
</tr>
<tr>
<td>Books</td>
<td>$10,250 (estimated $1,000 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$4,100 ($400 per semester)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$100,450</strong></td>
</tr>
</tbody>
</table>

Graduate Degree Program tuition is based on 36 credit hours.

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$27,900</td>
</tr>
<tr>
<td>Books</td>
<td>$3,000 (estimated $1,000 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$1,200 ($400 per semester)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$32,100</strong></td>
</tr>
</tbody>
</table>

**ESTIMATED TOTAL ONLINE DEGREE PROGRAM COST:**

Undergraduate Degree Program tuition is based on 123 credits.

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$86,100</td>
</tr>
<tr>
<td>Books</td>
<td>$10,250 (estimated $800 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$8,200 ($800 per semester)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$104,550</strong></td>
</tr>
</tbody>
</table>

Graduate Degree Program tuition is based on 36 credit hours.

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$27,900</td>
</tr>
<tr>
<td>Books</td>
<td>$3,000 (estimated $1,000 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$2,400 ($800 per semester average)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$33,300</strong></td>
</tr>
</tbody>
</table>

The total tuition estimate does not include tuition credited by prior credits completed by the student accepted for transfer by Everglades University. This total tuition cost is based upon estimated book fees and subject to an annual tuition increase.

Everglades University reserves the right to make annual changes in tuition and fees. Curriculum changes may
be made during any phase of its programs where it is the opinion of the administration that the students or the University will be benefited. Such changes may be made without further notice. Tuition is charged by the semester and by Full Time Status, Three Quarter Time Status, Half Time Status or Quarter Time Status for the semester. An academic transcript will not be released if the student has a balance with the institution for any reason.

TEXTS, SUPPLIES, AND SPECIAL FEES

Everglades University maintains a bookstore on each campus. Typically, the bookstore exists to furnish students with necessary books, supplies and equipment. Bookstore hours are posted at each campus. Textbooks for students in the programs offered may be purchased from the Everglades University Bookstore at www.EvergladesUniversity.edu. Visit the bookstore link for campus hours of operation.

Students are also required to furnish their own personal school supplies such as pencils, pens, erasers, notebooks, calculators, dictionaries, and tape recorders, if permitted. Textbooks are estimated to cost $1,000 per semester for undergraduate students and $1,000 per semester for graduate students. If books are shipped, the student is responsible to pay the related shipping fees which will vary by destination and the weight of the textbook. In addition, for each book shipment there is a $5 handling fee charged.

Upon request from the student, any other documents or forms can be sent overnight via UPS. It is the student’s responsibility to pay shipping costs which may vary by weight and destination.

A current listing of University textbooks and textbook fees are located on the University website at www.EvergladesUniversity.edu/pdf/MASTERBOOKLIST.pdf.

Educational fees charged to online students include the following educational services to enhance the student’s educational experience: 24-hour platform, 24-hour hotline helpdesk, access to electronic databases, secure third-party server and other electronic student support services.

Educational fees charged to on-campus students include the following educational services to enhance the student’s educational experience: campus technology, campus security, campus facility maintenance, campus special events, campus and electronic library resources, and additional student support services.

INTERRUPT

There will be no refund of tuition, fees, charges or any other payment made to the University in the event the operation of the University is suspended at any time as a result of any “Act of God”, strike, riot, disruption, or for any other reasons beyond the control of the University.

STUDENT WITHDRAWALS

It is the responsibility of all students upon withdrawal from Everglades University to return library books, pay all fines, fees and monies that are owed to the University.

CANCELLATION AND REFUND POLICY

TUITION AND FEE DISCLOSURE

Tuition is computed on the assumption that a student remains throughout the academic year. Since a place in class has been reserved for each student, tuition is refunded in accordance with the University refund policy. A student withdrawing from the University must comply with proper clearance procedures as outlined in the catalog. Reductions in indebtedness are made solely at the discretion of the University for withdrawals necessitated by conditions beyond a student’s control such as an emergency acceptable to the University.

Refunds or reductions in indebtedness are processed after all required approvals are documented on a withdrawal form. Students are obligated for all charges (tuition/fees/books/supplies) for the semester they are currently attending plus any prior account balance. A semester of sixteen (16) weeks consists of four (4) consecutive four (4) week terms of instruction. A $100 administrative fee is charged when a student withdraws prior to the end of a semester. A student who has withdrawn and wishes to re-enter is charged a $150 reentry fee. Students who choose their start date after signing an enrollment agreement may be charged a $75 change of start date fee.

RETURN OF TITLE IV FUNDS (R2T4)

The requirements for federal financial aid when a student withdraws are separate from the Institutional Refund Policy. As such a student may still owe a balance to the University for unpaid institutional charges. Federal regulations specify how the University must determine the amount of Federal financial aid the student is entitled to have earned when a student withdraws from the University.

The percentage amount of Federal financial aid a student has earned during a payment period is calculated based on the total number of calendar days completed in a payment period divided by the total number of calendar days in the payment period. For students who withdraw during the payment period the school will perform the return calculation on a payment period basis. An academic year is defined as two semester’s equivalent to 32 weeks of instruction and at least 24 semester hours.

The amount of assistance earned is determined on a pro-rata basis. For example, if you completed 30% of your payment period, you earn 30% of the FSA assistance you were originally scheduled to receive. Once you have completed more than 60% of the payment period, you may earn all the FSA assistance you were scheduled to receive for that period. Anytime a student begins attendance in at least one course, but does not begin attendance in all the courses he or she was scheduled to attend, regardless of whether the student is a withdrawal or graduate, the institution must review to see if it is necessary to recalculate the student’s eligibility for funding received based on a revised enrollment status and the cost of education.

CANCELLATION/WITHDRAWAL CALCULATION

Cancellation at any time from the date of a student’s registration to the day before the first scheduled day of a semester – 100% refund of tuition and education fees. (The University retains the $50 application fee).

• Withdrawal at any time during the first week of the semester – 90% refund of tuition only.

• Withdrawal at any time during the second week of the semester – 85% refund of tuition only.

• Withdrawal at any time during the third week of the semester – 80% refund of tuition only.

• Withdrawal at any time during the fourth week of the semester – no refund.

Any funds paid for supplies, books or equipment which can be and are returned to the University, are refunded to a student who withdraws prior to the start of a semester, providing the student returns said items that can be resold. The University reserves the right to determine if above-mentioned items are returnable. All registration fees are refunded if a student is not accepted into his/her particular program. Students must notify the University of cancellation by contacting their Academic Advisor in writing or orally when written communication is not possible. All monies paid by an applicant are refunded if cancellation occurs within three business days after signing the University’s Application for Admission and making an initial payment. If cancellation occurs after three business days from the signing of the University’s Application for Admission, all application and registration fees in excess of $100 are refunded to the student. Refunds are made within thirty days from the date of determination of a student’s withdrawal. All balances owed the University due to the return of Title IV funds or withdrawal calculation or a balance due at time of graduation are billed to the student. No official academic transcript is
issued to any student who owes a balance to the University at the time of the request. Upon payment of an outstanding debt, a transcript may be issued. Students must notify the University of cancellation by contacting the Dean of Academic Affairs or the Campus Vice President in writing or orally when written communication is not possible.

**VETERAN’S REFUND POLICY OF HOUSING ALLOWANCE**

The refund of the unused portion of tuition, fees, and other charges for Veterans or eligible persons who fail to enter a course or withdraw or discontinue prior to the completion will be made for all amounts paid which exceed the approximate pro rata portion of the total charges that the length of the completed portion of the course bears to the total length of the course. The refund will be determined on the ratio of the number of days or hours of instruction completed by the student to the total number of instructional days or hours in the course. Upon determination of withdrawal, all refunds will be made within a thirty-day period.

**RETURN OF FEDERAL TUITION ASSISTANCE**

Everglades University will return any unearned FTA funds on a proportional basis through at least the 60 percent portion of the period for which the funds were provided. FTA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. In instances when a Servicemember stops attending due to a military service obligation, Everglades University will work with the affected Servicemember to identify solutions that will not result in a student debt for the returned portion.

**GI BILL ATTENDANCE POLICY**

Students using the GI Bill must meet Title 38 attendance requirements in order to use their educational benefits. GI Bill recipients can miss no more than 20% of the scheduled classes in any individual unit subject. Should a student miss more than 20% of the scheduled classes in any unit subject, that student’s enrollment for VA education benefits will be terminated effective the last date that student attended class prior to exceeding 20% absenteeism.

In order to show that the cause of unsatisfactory attendance has been removed, students must show good attendance (as defined) for one calendar month after being terminated for unsatisfactory attendance. After such time, the student may be recertified for VA education benefits. The attendance record will be retained in the student’s academic file for USDVA and SAA audit purposes during Compliance Surveys.

**ADMINISTRATIVE POLICIES**

Everglades University’s policies have been formulated in the best interests of students and the University. The provisions of this catalog should not be considered an irrevocable contract between a student and the University. Changes in University policy are rarely made during a school year since plans for each session are made well in advance. However, Everglades University reserves the right to change provisions or requirements, including fees, contained in its catalog at any time and without notice. The University further reserves the right to require a student to withdraw at any time under appropriate procedures. Everglades University reserves the right to impose probation on any student whose conduct, attendance or academic standing is unsatisfactory. Any admission based upon false statements or documents is void, and a student may be dismissed on such grounds. In such cases, a student may not be entitled to credit for work which he/she may have completed at the University.

Admission of a student to Everglades University for an academic term does not imply or otherwise guarantee that the student will be re-enrolled for any succeeding academic period. The University also reserves the right to cancel any classes which do not have a minimum number of students enrolled.

Everglades University’s primary objective is to help its students meet their career goals. Occasionally, students have concerns or problems that need to be addressed. Students can confidentially discuss their problems at any time with their instructors, the Student Services Department or any staff member. Additionally, the Campus President and Dean of Academic Affairs maintain an open-door policy regarding any student concern or problem.

**EFFECTIVE CATALOG DATE**

Students enrolled in a program which has been modified effective with the publication of this catalog or any addenda thereto may continue under the previously published catalog if appropriate courses are still available. Any student who has been out more than one semester must re-enroll under the most recent catalog/ addendum. Everglades University reserves the right to make appropriate changes to curriculum, program and graduation requirements.

**BURSAR'S OFFICE**

Everglades University provides a Bursar’s Office to accept student payments of tuition and fees as well as to answer basic questions about payments, fees and student accounts. The Bursar’s office hours are posted outside the office.

**INTELLECTUAL PROPERTY POLICY**

Everglades University defines intellectual property as a product of the intellect that has commercial value, including copyrighted property such as literary or artistic works, and ideational property, such as patents, software, appellations of origin, business methods and industrial processes.

Any intellectual property developed as a direct result of regular duties of faculty members, staff members or students, or developed by a faculty member, staff member or a student as a result of research done in connection with regular duties or assignments, is the exclusive property of the University. Such property is the exclusive property of an employee if no University funds, space, facilities or time of faculty members, staff members or students were involved in the development.

Software development by faculty members, staff members or students as part of normal duties or assignments is considered “work-for-hire” and is property of the University. Courseware (syllabi, lecture notes, class handouts and other such materials) whether in paper or web formats are property of the University.

All work completed or submitted toward fulfillment of course requirements by students is the property of Everglades University. Everglades University reserves the right to utilize any work so submitted in any way it believes appropriate.

Communication and Computer Use:

All computers, computer files, fax machines, e-mail systems, software applications and other electronic media or communication devices (herein collectively “equipment”) which are made available to employees during the course of their employment is the exclusive property of Everglades University and is intended for student use. No reasonable expectation of privacy exists in connection with the use of any equipment. Everglades University reserves full rights to inspect the equipment at any time, with or without the presence or consent of an employee, in order to monitor the use of its equipment and for other business purposes.
Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than $750 and not more than $30,000 per work infringed. For “willful” infringement, a court may award up to $150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense.

For more information, please see the website of the U.S. Copyright Office at www.copyright.gov, especially their FAQ’s at www.copyright.gov/help/faq.

University Policies to Combat Unauthorized Distribution of Copyrighted Material:
The University utilizes the following to combat and deter illegal distribution of copyrighted material to protect the institutions network.

• Policies are distributed to all Faculty Members
• Students are provided with information on the University’s network policy through the Everglades University print and online catalog.
• The University’s IT Department monitors bandwidth usage and potential breaches to the Digital Millennium Copyright Act (DMCA).
• Students and/or faculty found in breach of the University Network and Copyright Policy would be in breach of the University Code of Conduct and disciplinary action may be taken.
• Those found in violation have the right to file a grievance for any action taken against them (Please refer to the Student Disciplinary/Complaint/Grievance Procedures section of the catalog, page 169)

The University’s Policy on unauthorized distribution of copyrighted material and network usage policy is reviewed annually by the Office of the President.

DRUG POLICY
Everglades University is in compliance with Federal government regulations for a Drug Free Workplace for both students and employees. Any student or employee caught in possession, use, or distribution of any illegal substances or paraphernalia may be dismissed and/or referred to an appropriate agency for arrest.

Section 5301 of the Anti-Drug Abuse Act of 1988 states that if a person is convicted of drug distribution or possession, a court may suspend his/her eligibility for Title IV financial aid. If he/she is convicted three or more times for drug distribution, he/she may become permanently ineligible to receive Title IV financial assistance.

The institution discloses under CFR 86.100 information related to Everglades University’s drug prevention program. The Consumer Information located on Everglades University’s website provides a description of this program and a security report.

Drug and Alcohol Abuse Prevention Programs:
As required by CFR 86.100 Everglades University publishes and distributes to all current students and employees its Drug and Alcohol Abuse Prevention Program. Below are the details related to this important subject matter. The University’s Drug and Alcohol Abuse Prevention Program is reviewed annually as part of the Crisis Response Team’s review of campus crime statistics and drug and alcohol offenses to determine its effectiveness and to implement changes if they are needed.

Drug and Alcohol Abuse Prevention:
Drug abuse affects all aspects of American life. It threatens the workplace, our homes, our schools and our community. The U.S. Department of Education requires institutions of higher education to implement a drug prevention and awareness program for their students and employees through the Safe and Drug Free Schools
and Communities Act. All students are expected to conduct themselves as mature adults and as members of an academic community. The consumption of alcohol or drugs while attending class is prohibited and may be subject to disciplinary action.

Standards of Conduct: The University community must adhere to a code of conduct that recognizes the unlawful manufacture, sale, delivery, unauthorized possession or use of any illicit drug is prohibited on property owned or otherwise controlled by Everglades University. If an individual associated with the University is apprehended for violating any drug or alcohol-related law when on University property, or participating in a University activity, the University will fully cooperate with all law enforcement agencies. Underage possession or consumption of alcoholic beverages is not permitted on property owned or controlled by the University and the state laws will be enforced. Intentionally or knowingly selling, or intentionally or knowingly furnishing alcoholic beverages to persons under the age of 21, or to persons obviously inebriated, is not permitted on property owned or controlled by the University.

Health Risks Associated with the use of Illicit Drugs and the Abuse of Alcohol: Moderate to high doses of alcohol cause marked impairments in higher mental functions and the loss of memory. High doses of alcohol can cause respiratory depression and death. Long-term consumption, particularly when combined with poor nutrition, can also lead to dependence and permanent damage to vital organs such as the brain and the liver. Physical effects of drugs include increased heart rate, bloodshot eyes, dry mouth and throat, and increased appetite. The use of drugs may impair or reduce short-term memory and comprehension, alter sense of time, and reduce the ability to perform tasks requiring concentration and coordination. Motivation and cognition may also be altered making the acquisition of new information difficult. As you can see from the above there are major health risks associated with the use of illicit drugs and the abuse of alcohol.

Pell Grant: Federal guidelines state the grantee must certify that he or she will not engage in unlawful activities related to controlled substances during the period covered by the grant.

Federal Financial Aid Penalties for Drug Violations: Federal guidelines focus strongly on illicit drug use and distribution. The Higher Education Opportunity Act states students convicted of an illicit drug violation can be denied federal financial aid for a specific period, in addition to other legal penalties. The Free Application for Federal Student Aid (FAFSA) asks students if they have been convicted of a drug-related offense: “Have you ever been convicted of possessing or selling illegal drugs?” If you answer “yes,” the University will send a worksheet in the mail to determine if your conviction affects your eligibility for aid. Failure to answer the question automatically disqualifies students from receiving federal financial aid. Answering this question falsely could result in fines up to $20,000, imprisonment or both.

More information about federal penalties and sanctions is located at www.justice.gov/dea/agency/penalties.htm

Penalties for Drug Convictions: If the student was convicted of both possessing and selling drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period.

Possession of Illegal Drugs: • For a first offense, a student loses eligibility for federal financial aid for one year from the date of conviction. • For a second offense, a student loses eligibility for federal financial aid for two years from the date of conviction.

Sale of Illegal Drugs: • For a first offense, a student loses eligibility for federal financial aid for two years from the date of conviction. • For a second offense and subsequent offenses, a student has indefinite ineligibility from the date of conviction.

How to Regain Eligibility: A student can regain eligibility for federal student aid funds the day after the period of ineligibility ends or upon successful completion of a qualified drug rehabilitation program that must: • Include at least two unannounced drug tests; AND • Have received or be qualified to receive funds directly or indirectly under a federal, state or local government program.

Students denied eligibility for an indefinite period can regain it after successfully completing a rehabilitation program, passing two unannounced drug tests from such a program, or if a conviction is reversed, set aside or removed from the student’s record so that fewer than two convictions for sale or three convictions for possession remain on the record.

In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. The student is responsible to certify that a rehabilitation program was successfully completed. As with the conviction question on the FAFSA, the University is not required to confirm the reported information unless conflicting information is determined.

Constitutions During Enrollment: Federal regulations require enrolled students convicted of a drug offense after receiving federal financial aid to notify Everglades University immediately. The student will then become ineligible for further federal financial aid and must repay federal financial aid received after the conviction.

Drug and Alcohol Counseling: Available to all students is the 211 Helpline Center. Students can call 211 to receive referrals to local resources and support to individuals who need drug and alcohol counseling.

Institutional Sanctions for Alcohol and Drug Violations: Any member of the University community found consuming or selling drugs on University property shall be subject to discipline on a case-by-case basis. • Discipline will be based on the seriousness of the situation. • A case may result in dismissal from the University. • In all cases, the University will abide by local, state and federal sanctions regarding unlawful possession of drugs and the consumption of alcohol. • Additional state penalties and sanctions may also apply. • The University has adopted a zero-tolerance policy regarding underage drinking.

Florida Laws on Underage Drinking: While many of the laws across the U.S. concerning underage drinking are similar, it is important to know what your specific laws concerning this crime are. In the state of Florida, the following laws dictate underage penalizations: • It is unlawful for a person under 21 years of age to have an alcoholic beverage in his or her possession. This is a second degree misdemeanor.
It is unlawful for a person under 21 years of age to consume alcohol. If a minor is found to be driving a vehicle with a blood alcohol concentration of .02 or above, he or she can be charged with driving under the influence of alcohol.

If a minor is found guilty of committing the above crimes they could face fines, a suspended driver’s license, probation terms, and professional and social repercussions.

**FIREARMS POLICY**

Certified Florida law enforcement officers are the only people permitted to possess a gun or weapon of any kind on any Everglades University campus. Any other possession of a weapon of any kind for any reason by anyone on an Everglades University campus is strictly prohibited. The above stated policy provides an exception only in the case of Everglades University students who are certified Florida law enforcement officers currently employed by a recognized Florida law enforcement agency. There are no other exceptions to this policy.

**CAMPUS SECURITY SAFETY ACT AND CAMPUS CRIME STATISTICS**

Everglades University maintains open, well-lit buildings with appropriate well-lit parking areas. Any and all incidents, including damage to personal property or suspicious persons, should be promptly reported to University administration. Students wishing a copy of the number of crimes committed on the campus can request this information from the administrative offices or see the university website at www.evergladesuniversity.edu/safety-and-security/annual-security-report/

Annual Security Report:
In compliance with the 34 CFR 668.41 and 34 CFR 668.46 2008 federal regulation amendments, the following is the electronic address at which Everglades University’s Annual Security Report is posted: www.evergladesuniversity.edu/safety-and-security/annual-security-report/

The Annual Security Report contains crime statistics and describes institutional security policies. Upon request the institution will provide a hard copy of the report.

**CAMPUS SAFETY AND SECURITY**

Everglades University takes campus security seriously and believes that providing a healthy, safe, and secure environment is conducive to learning. An Emergency Exit Plan has been established for each Everglades University Campus. In the event that a situation requires an emergency evacuation, Emergency Exit Plans are posted in the classrooms, offices, computer labs, libraries, student lounges, employee lounges and at additional locations throughout each campus and provide the building occupants with the nearest emergency exit.

Everglades University maintains open, well-lit buildings with appropriately well-lit parking areas. Any and all incidents including damage to personal property or suspicious persons should be reported promptly to University administration.

Nothing herein precludes any student, staff or faculty from contacting the appropriate authorities directly in the event they feel in threat of physical harm or imminent danger. In cases of emergency, dial 911.

**STUDENT MUST KNOW EMERGENCY INFORMATION**

The campus takes various precautionary measures to protect the students, staff, faculty and campus visitors. Nevertheless, unavoidable emergencies may occur in extreme situations. Therefore, each campus has a Campus Response Team (CRT) that implements and oversees the campus response to a crisis situation. The CRT receives training in dealing with crisis situations and will primarily direct the immediate response to a crisis situation until the arrival of law enforcement and emergency response personnel.

In order to make this program effective, please familiarize yourself with the following emergency procedures.

***In case of emergency - dial 911***

**FIRE PRECAUTIONS**

Students should take particular note of exit signs in each building. They should also familiarize themselves with the appropriate evacuation route posted for each room. In the event of an emergency:

- Leave the building by the nearest exit in an orderly fashion, following the directions of the fire marshals (where relevant).
- Do not use elevators.
- Stand at a safe distance from the building.
- Do not re-enter the building until directed to do so by University administration.

**STUDENT EMERGENCY RESPONSE**

Emergency Evacuation:
Evacuation is the movement of campus occupants from a dangerous or potentially dangerous location to a safe location. There are two types of evacuation; fire evacuation and non-fire evacuation:

Fire Evacuation:
- Evacuation is mandatory when a fire alarm is activated.
- Follow CRT instructions if given.
- Do not use the elevators.
- Assist people with disabilities if possible.
- Do not attempt to re-enter the facility unless directed to do so.

Non-Fire Evacuation:
- A non-fire evacuation will be initiated by campus CRT.
- Follow CRT instructions if given.
- Do not use the elevators.
- Assist people with disabilities if possible.
- Do not attempt to re-enter the facility unless directed to do so.

Emergency Lockdown:
Emergency Lockdown is used to dramatically and rapidly enhance the level of security of the campus. By locking all exterior, interior and class doors, staff can make it more difficult for dangerous person(s) in the vicinity or in the campus to gain access to staff and students.
- Lock or barricade doors of classroom and internal student areas of congregation.
- Close blinds, turn off lights.
- remain quiet and out of sight.
- If gunshots are heard, lay on the floor and try to use available capabilities for additional cover and concealment.
- If you are outside when a lockdown is declared, seek shelter away from the danger.
- If a fire alarm is activated during a lockdown, proceed with extreme caution.
- Do not open the door for people claiming to be public safety personnel unless you have an opportunity to view photo identification or are instructed to do so by a staff member whom you recognize.

External Lockdown:
External lockdown creates a physical layer of security between the internal and external dimensions of the campus.
This lockdown allows staff and students to continue with productive activities while maintaining access control to the campus and remain in an elevated state of security.

- Remain in classroom.
- Follow faculty and staff instructions.
- Remain attentive to any change in status.

Shelter in Place:
Shelter in place procedures are traditionally utilized when:

1. A tornado has been spotted.
2. There has been a chemical or biological incident outside of, but in proximity to a campus and available information indicates that there is no adequate time to evacuate building occupants to a safe location before the dangerous contaminants reach the facility.
- Follow faculty and staff instructions.
- Assist people with disabilities if possible.
- Seek an interior room or hallway with no windows.
- Close windows and doors - do not lock doors.
- Remain in shelter until an all clear is given.

ANTIHAZING POLICY
Hazing is any conduct or initiation into any organization that willfully or recklessly endangers the physical or mental health of any person. Imposition or use of hazing in any form of initiation or at any time is strictly prohibited. Violation of this policy will result in disciplinary actions against the violator that will include counseling and possible expulsion from the University.

GRADUATION AND RETENTION RATES
Everglades University discloses the most recent cohort graduation rate. For additional information please visit the Integrated Postsecondary Education Data System (IPEDS) website at http://nces.ed.gov/ipeds/.

PRIVACY OF STUDENT RECORDS
Policies and procedures concerning the privacy of student records maintained by Everglades University and its faculty and staff are governed by the Family Educational Rights and Privacy Act of 1974 (Public Law 93-380). Student records are maintained by campus Registrar’s Office (academic records), Financial Services Department (financial aid records) and Bursar’s Office (accounts receivable records).

Student records are maintained by the University in permanent files. Under Section 438 of the General Provision Act (Title IV of Public Law 90-247), students age 18 or over have access to their personal record files kept by the University. The Registrar maintains a log with dates the records were checked out and used by other departments.

All authorized University personnel have access to student records for official purposes. A student (or in some cases eligible parents) is given access to his/her record within a reasonable time after submitting a written request to the custodian in possession of that record (Registrar, Financial Services or Bursar). If the content of any record is believed to be in error, inaccurate, discriminatory, misleading or in violation of student rights or otherwise inappropriate, it may be challenged and a written explanation included in the record. A student’s right to due process allows for a hearing, which may be held at a reasonable time and place at which time evidence may be presented to support the challenge.

Student information is released to persons, agencies or legal authorities as required by subpoena/legal process, or by consent of a student (or eligible parent). Information is released on a consent basis in cases where a student or eligible parent has provided a written consent, signed, dated and specifying the information to be released and name(s) of persons to whom the information is to be released.

The Family Educational Rights and Privacy Act (FERPA), requires that the University, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your education records. Directory information is considered public and may be released without written consent unless specifically prohibited by the student concerned. Data defined as directory information includes: student name, major field of study, student participation in officially recognized activities, dates of attendance, enrollment status (full-, half-, part-time; undergraduate or graduate), degrees and awards received, and the most recent educational agency or institution the student has attended.

If a student is attending a postsecondary institution – at any age – the rights under FERPA have transferred to the student. However, in a situation where a student is enrolled in both a high school and a postsecondary institution, the two schools may exchange information on that student. If the student is under 18, the parent/guardian still retains the rights under FERPA at the high school and may inspect and review any records sent by the postsecondary institution to the high school.

FERPA DISCLOSURE
Directory information is considered public and may be released without written consent unless specifically prohibited by the student concerned. Students wishing to opt out must provide a formal written request to the Dean of Academic Affairs. Data defined as directory information includes: student name, address, telephone number, email address, major field of study, student participation in officially recognized activities, dates of attendance, enrollment status (full-, half-, part-time; undergraduate or graduate), degrees and awards received, and the most recent educational agency or institution the student has attended.

If a student wishes to file a complaint, please contact the Department of Education: Family Policy Compliance Office, U.S. Department of Education: 400 Maryland Avenue SW, Washington, DC 20202-5901.

ACCESS, REVIEW, AND CHALLENGE OF RECORDS
Student account records are maintained by the University in permanent files. As a result of section 438 of the General Provision Act (Title IV of Public Law 90-247), students age 18 or over have access to their personal records kept by the University. One transcript of the student’s grades is provided free of charge after graduation. Additional transcripts will be supplied per written request. Appropriate fees will apply.

All authorized university and/or school officials and third-parties who meet the definition of a school official may be granted access to student records for official purposes only. A student (or in some cases eligible parents) may have access to the student’s record within a reasonable time after submitting a written request to the custodian in possession of that record. If the content of any record is believed to be in error, inaccurate, discriminatory, misleading, in violation of student rights, or otherwise inappropriate, it may be challenged and a written explanation included in the record. The student’s right to due process allows for a hearing, which may be held at a reasonable time and place, at which time evidence may be presented to support the challenge. (Please see Student Disciplinary/Complaint/Grievance Procedures, page 169.)

Student information will only be released to any person, agency or legal authority as required by subpoena/legal process or by consent of the student (or eligible parent). Information will only be released on a consent basis where the student or eligible parent has provided written consent, signed, dated and specifying the information to be released, the reason for release and name(s) of persons to whom the information is to be released.
CONSUMER INFORMATION
The Higher Education Opportunity Act of 2008 (HEOA) requires that postsecondary institutions participating in federal student aid programs disclose information from various administrative areas to students. This information may be viewed online at the following address in compliance with federal law: www.EvergladesUniversity.edu/consumerinfo/default.asp

EVERGLADES UNIVERSITY TRANSCRIPTS
A request for an Everglades University transcript must be in writing, signed by the student and requested a minimum of two (2) weeks before a transcript is required. The full address of the person/place to which the transcript is to be sent must be included. An official transcript bearing the University seal will be forwarded directly to other colleges, to prospective employers, or to other agencies at the request of a student. Typically, colleges only consider a transcript “official” if forwarded directly from the sending institution. Students may also obtain unofficial copies of their transcripts at the Campus Records office. All other transcripts will require a fee of $5.00 to be paid with an application. (NOTE: All financial obligations to the University must be paid before transcripts and diplomas are released).

SEXUAL HARASSMENT
Everglades University actively supports a policy on sexual harassment which includes a commitment to creating and maintaining a community in which students, faculty, and administrative-academic staff can work together in an atmosphere free of all forms of harassment, exploitation, or intimidation. Specifically, every member of the University community should be aware that the University is strongly opposed to sexual harassment and that such behavior is prohibited both by law and by University policy. It is the intention of the University to take whatever action may be needed to prevent, correct, and, if necessary, discipline behavior which violates this policy.

COURSE SCHEDULES/CHANGES
It is the University’s goal that courses are taken in an appropriate sequence, 1000 and 2000 lower division courses prior to 3000 and 4000 upper division courses. The student’s Academic Advisor will create the student’s schedule. A student may request a schedule change by contacting their Academic Advisor.

The Associate Dean or Dean of Academic Affairs will assist students registering for a class that is cancelled as well as those having scheduling errors. Dates and times for schedule changes will be posted as far in advance as possible. Scheduling exceptions must be approved by the Vice President of Academic Affairs.

COURSE WAIVERS/SUBSTITUTIONS
A prerequisite may be waived or a course may be substituted upon recommendation by the Associate Dean/Dean of Academic Affairs subject to approval of the Vice President of Academic Affairs. The document must then be placed in the student’s file.

ACADEMIC AND ADMINISTRATIVE DISMISSAL
A student may be dismissed from Everglades University for disregarding administrative policies. Causes for dismissal include:

- Failure to meet minimum educational standards
- Failure to meet student responsibilities as enumerated elsewhere in this catalog
- Disruptive or otherwise inappropriate conduct (whether directed at another student or University representative)
- Continued inappropriate personal appearance
- Continued unsatisfactory attendance
- Non-payment for services rendered by the University

STANDARDS OF CONDUCT
Commensurate with the academic atmosphere that prevails throughout the University, all students are expected and required to conduct themselves in keeping with the highest standards. Any behavior which tends to disturb other students or disrupt classes will not be tolerated. Such conduct will be considered just cause for dismissal from the University. Specific behaviors that may cause dismissal from the University include:

- Willful destruction or defacement of University or student property
- Improper or illegal conduct
- Use or possession of alcoholic beverages, firearms or illegal drugs on campus
- Being under the influence of alcoholic beverages or illegal drugs while on campus
- Cheating and plagiarism
- Theft of any personal or University property
- Disruptive or otherwise inappropriate behavior
- Misuse of University information technology
- Unauthorized distribution of copyrighted material

RE-ADMITTANCE POLICY
A student must apply for re-admittance to the University after being withdrawn or dismissed. This policy also applies to students who have been on an approved Leave of Absence that extended beyond the date granted, resulting in automatic withdrawal. The re-admittance policy is as follows:

1. The student must have fulfilled all financial obligations to the University.
2. The student must also complete a new enrollment agreement, pay a re-entry fee of $150.00, and re-enroll under the current tuition charges and catalog.
3. The student must re-apply for financial aid or set up a payment schedule.
4. It may be necessary for the student to submit a written request detailing reasons why the University should re-admit the student.

STANDARDS OF APPEARANCE
Proper professional dress and appearance is one of the first facets upon which an employer evaluates a candidate. Therefore, proper dress and appearance is expected at the University. Each student must maintain proper personal appearance, wear approved attire, and at all times display current student ID.

Students in Everglades University’s programs should dress appropriately. Students are not permitted to wear tops that expose the stomach or waist or wear extremely short skirts to class.

Students displaying inappropriate dress after warning may be asked to leave the classroom to change. Students will be readmitted upon displaying appropriate attire. Everglades University firmly believes that the development of proper work habits will assist students in obtaining their career objectives, and professional dress will elevate the general level of professionalism in the classroom, thus enhancing the educational experience.

MILITARY PERSONNEL
Active duty, Reservist, National Guard and ROTC members may attend class in military uniform provided they meet the standards and regulations of their respective branch of service.
HONOR CODE
Everglades University has adopted an honor code for its students. Career-oriented individuals must function independently of direct supervision. Therefore, enrollment in Everglades University and the completion of the enrollment agreement represents the student’s pledge to respect the rights and property of the University and all fellow students as well as to adhere to general principles of academic honesty.

LEAVE OF ABSENCE
A student may request a leave of absence in writing in cases of emergency, illness or extenuating circumstances. A leave of absence cannot exceed a period of one hundred twenty (120) days unless approved by the President or Vice President, but it can never exceed one hundred eighty (180) days. The request for a leave of absence must be in writing and signed by the student (electronic signature is acceptable). If a student’s leave of absence continues past the date granted, the student will be automatically withdrawn from the University and his/her financial aid will be calculated according to the Department of Education Return to Title IV Policy and/or the University’s withdrawal policy. Students withdrawn from the University will go into loan repayment status per the federal requirement. The number of days used in the leave of absence reduces the amount of days in the 6-month grace period. A student who has exhausted 180 days for their leave of absence will go into immediate repayment on his or her loan. Leaves of absence must be approved by the Associate Dean, Dean of Academic Affairs or the Campus Vice President.

ACADEMIC INTERRUPT
Academic interrupts are granted in special circumstances when a student will have a break in their semester schedule. Academic Interrupts are not granted for students who demonstrate unsatisfactory academic progress. All Academic interrupts must be approved by the appropriate Associate Dean, Dean of Academic Affairs, or Vice President and signed by the student (electronic signature is acceptable).

Academic interrupts granted during a semester will not automatically result in a change in the tuition charged for the current semester. Students are obligated for tuition charges even when an Academic interrupt is granted.

WITHDRAWAL POLICY
When a student withdraws from Everglades University, oral or written notice should be given to the Dean of Academic Affairs or the Campus Vice President by the parent or guardian. Such notice should contain the reason for the withdrawal. The student has a responsibility to notify the University of their intent to withdraw and indicate the date of the withdrawal. If the student plans to return to school, this should be indicated to the Dean of Academic Affairs or the Campus Vice President during this process.

A student who withdraws and does not notify the University of their intent to return must be withdrawn within 14 days of the last date of attendance. In addition, any student who has not attended class within 14 days must be withdrawn. The above policy will affect the student’s grade based on the following:
• Withdrawal prior to 50% completion of the course, a grade of W will be assigned.
• Withdrawal after 50% completion of the course, a grade of F will be assigned.

LOAN REPAYMENT
The U.S. Department of Education’s National Student Loan Data System (NSLDS) provides information on your federal loans including loan types, disbursed amounts, outstanding principal and interest, and the total amount of all your loans. To access NSLDS, go to www.nslds.ed.gov.

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**ESTIMATED MONTHLY PAYMENTS FOR DIRECT LOAN PROGRAM AND FFEL PROGRAM LOANS**

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<th>Debt When Loan Enters Repayment</th>
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<th>Extended</th>
<th>Extended Fixed</th>
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<td>Total</td>
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<td>Total</td>
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<tr>
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*1 Payments were calculated using a fixed interest rate of 6.8% for Direct Subsidized and Unsubsidized Loans disbursed on or after July 1, 2006.

*2 Assumes a 5% annual income growth (Census Bureau).

*3 HOH is Head of Household. Assumes a family size of two.

*4 Payments are calculated using the maximum interest rate for consolidation loans, 8.25%.

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Administrative Policies • 165
If you are not sure who your loan servicer is, you can access your information by visiting www.nslds.ed.gov or call the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243; TTY 1-800-730-8913). To see a list of Federal Student Aid servicers for the Direct Loan Program and former FFEL Program Loans purchased by the U.S. Department of Education, go to http://studentaid.ed.gov/PORTALSWebApp/students/english/FSALoanServicers.jsp

When do I start paying back my student loans?

Borrower Grace Periods:

After you graduate, leave school, or drop below half-time enrollment status, there is a set period of time called a “grace period” that gives you time to get financially settled and select your repayment plan. After your grace period, you must begin repayment on your loan(s).

• Federal Stafford Loan (Direct Loan Program or Federal Family Education Loan (FFEL) Program) - the grace period will be six months.

• Federal Perkins Loans - the grace period will be nine months.

• Active Military - if you are called to duty for more than 30 days, the grace period will be delayed.

• Direct Plus Loans - there is no grace period on this loan; borrowers can defer repayment on this loan for six months. To go to www.studentaid.ed.gov/repaying for more information. The repayment period begins when the loan is fully disbursed, and they first payment is due 60 days after the final disbursement.

Parent PLUS Loan borrowers whose loans were first disbursed on or after July 1, 2008, may choose to have loan deferred while the student for whom the parent borrowed is enrolled at least half-time and for an additional six months after that student is no longer enrolled at least half-time. Interest that accrues during these periods will be capitalized if not paid by the parent during the deferment.

How much time do I have to repay my student loans?

Depending on the types of loans you have and repayment plan you choose, you can have from 10 to 30 years to repay your loans. Go to www.studentaid.ed.gov/repaying for more information.

How much will I have to repay each month?

Your monthly repayment amount will depend on the type of loan you have, the size of your debt, the length of your repayment period, and the repayment plan you choose.

What Repayment Plans are available?

You have a choice of several repayment plans that are designed to meet the different needs of individual borrowers. If you do not choose a repayment plan when you first begin repayment, you will be placed under the Standard Repayment Plan (with fixed payments for up to 10 years). The amount you pay and the length of time to repay your loans will vary depending on the repayment plan you choose.

• Payments were calculated using a fixed interest rate of 6.8% for Direct Subsidized and Unsubsidized Loans disbursed on or after July 1, 2006.

• Assumes a 5% annual income growth (Census Bureau).

• HOH is Head of Household. Assumes a family size of two.

• Payments are calculated using the maximum interest rate for consolidation loans, 8.25%.

Information contained on page 166 reflects the most current data in the NSLDS database. The data contained on this site is for general information purposes and should not be used to determine eligibility, loan payoffs, overpayment status, or tax reporting. Please consult the financial aid officer at your school or the specific holder of your debts for further information.

For more information and examples of repayment amounts go to www.studentaid.ed.gov/repaying (repayment plans and interactive calculators are available) to calculate your estimated repayment amount under each of the different plans.

If you have specific questions about repaying FFEL, Direct, or Perkins Loans, contact your loan servicer. In the case of Perkins Loans, your servicer will be the school that made the loan. If you don’t know who your loan servicer is, go to www.nslds.ed.gov to find out.

What if I’m having trouble repaying my loans?

You can change repayment plans to suit your financial circumstances.

How do I keep track of how much money I’m borrowing and the type of aid I have?

Student can access the National Student Loan Date System (NSLDS) at www.nslds.ed.gov to see details of your loan(s) by using your PIN number.

Posting Loan Repayment:

Under certain circumstances, you can receive periods of deferment or forbearance that allow you to postpone loan repayment. These periods do not count toward the length of time you have to repay your loan. You cannot get a deferment or forbearance for a loan that is already in default.

Applying for a Deferment or Forbearance:

Receiving deferment or forbearance is not automatic. You must apply for it by contacting the servicer of your loan(s). If you’re not sure who your servicer is you can go to NSLDS at www.nslds.ed.gov and use your PIN to access all your federal student loan information, including contact information for your loan servicer. For Perkins Loan, you will need to contact the school you receive the Perkins loan through. “To find out about the types of deferment and forbearance options, go to www.studentaid.ed.gov/repaying. You must continue making payments on your student loan until you have been notified that your request for deferment has been granted. If you do not continue making payments and your deferment is not approved, you may become delinquent and therefore go into default on your student loan.

What is loan consolidation?

Consolidating Your Loans:

Borrowers can combine one or more of federal student loans with various repayment schedules into one Direct Consolidation Loan with one single monthly payment. You could lose borrower benefits if you consolidate, you should carefully review your consolidation options before you apply. Talk to your loan servicer to get more information before you consolidate or go to www.studentaid.ed.gov/repaying.

When can I consolidate my loans?

You can consolidate during your grace period, once you’ve entered repayment, and during periods of decrement or forbearance.

Is it ever possible to have my federal student loan canceled?

Loan Cancellation:

Under certain circumstances, you can have all or part of your loan canceled. For more information, go to www.studentaid.ed.gov/discharges or contact your servicer for more information.

MILITARY DEPLOYMENT POLICY

Military students must provide a copy of orders to request a withdrawal from the institution for Military Duty. No academic penalty will be given for deployment. If the student is currently attending a class, the student has the option to complete the course with the approval of their faculty member and Dean. The student can request an “Incomplete” grade and will have 30 days to complete all course work. Extensions are possible given
mitigating circumstances. Extension requests will be evaluated on a case-by-case basis.

If the student decides to withdraw from the class, a grade of “WM” will be earned and the class will be retaken upon return to the University. The “WM” grade will not affect the student’s satisfactory academic progress (SAP) due to Military Deployment.

If the withdrawal is during the semester, no withdrawal fee will be charged. If the student was activated during a term, that term, and the remaining semester, will not incur any charges. Upon re-entry, admissions fees will be waived with copy of military orders. All other admissions and academic requirements will be applicable. Service members, Reservists, and Guard members will be readmitted to their program of study provided that SAP was being made prior to suspending their studies due to service obligations.

Policy on Class Absences Due to Military Service:
Students shall not be penalized for class absence due to unavoidable or legitimate required military obligations not to exceed two (2) weeks unless special permission is granted by the Dean. Absence due to short-term military duty in the National Guard or Active Reserve is recognized as an excused absence. To validate such an absence, the student must present evidence to the Dean’s office. The Dean will then notify the student’s faculty for the term.

Students are not to be penalized if absent from an examination, lecture, laboratory, clinicals, or other class activity because of an excused military absence. However, students are fully responsible for all material presented during their absence, and faculty are required to provide opportunities, for students to make up examinations and other work missed because of an excused absence. The faculty member is responsible to provide reasonable alternate assignment(s), as applicable, and/or opportunities to make up exams, clinicals, or other course assignments that have an impact on the course grade. Faculty may require appropriate substitute assignments.

Policy on Military Transfer Credit for Military Training and Education:
Everglades University is a Servicemembers Opportunity College (SOC) Consortium institution and provides processes to determine credit awards and learning acquired for specialized military training and occupational experience when applicable to a servicemembers degree program. Everglades University recognizes and uses the American Council of Education (ACE) Guide for the evaluation of educational experiences in the Armed Services in determining the value of learning acquired in military service. Everglades University will award credit for appropriate learning acquired in military service at levels consistent with ACE Guide recommendations and/or those transcripted by the Community College of the Air Force (CCAF), when applicable to a student’s program.

Procedures:
The transferring student must accomplish the following:
• Supply an unofficial military transcript for evaluation during the admissions process
• Order an official military transcript from their respective branch of service
• Ensure the official military transcript is provided to Everglades University by the end of the student’s first semester

TESTING AND MAKE-UP WORK POLICY
Class assignments and homework policies are at the discretion of the instructor. All tests will be announced in advance. Tests will be given periodically during the course. The student is responsible for making arrangements to complete any missed tests and/or assignments. Students must check with the instructor about material missed during their absence.

STUDENT DISCIPLINARY/COMPLAINT GRIEVANCE PROCEDURES

STUDENT COMPLAINT PROCEDURES

Everglades University’s primary objective is to help its students meet their career goals. Occasionally, students have concerns or problems that need to be addressed. Students can confidentially discuss their problems at any time with instructors, the Student Services Department, or any staff member. Additionally, the University President, Vice President, Vice President of Academic Affairs, Dean of Academic Affairs, and Associate Deans maintain an open-door policy regarding students’ problems.

All students are entitled to fair processes and procedures. The University has procedures that allow its students to be heard, convey to the administration concerns they may have and provide a fair hearing for students. The University will retain permanent records concerning formal complaints for a period of five years.

STUDENT COMPLAINT GENERAL

The University is committed to its students and would like to know about student concerns. Students may voice concerns through normal administrative procedures which include meeting with the Student Services Department, or any staff member. Additionally, the University President, Vice President, Vice President of Academic Affairs, Dean of Academic Affairs, and Associate Deans maintain an open-door policy regarding students’ problems.

A student who would like to file a written complaint about any issue can do so through the Student Services Department. These procedures apply only to student complaints received in writing.

• A written complaint is submitted in person, by U.S. mail, or by fax. Complaints may not be submitted by email. Complaints should be clearly dated.
• All written student complaints will be acknowledged by the University within 10 business days of receipt of the complaint. The date of receipt should be marked on the complaint.
• Within 15 business days after acknowledging receipt of the complaint, the appropriate administrative office of the University will inform the complainant regarding the institutional response to the complaint.
• Students have the right to appeal the University’s decision in the event they are not satisfied with the University’s response.

The steps to request an appeal are as follows:

APPEAL POLICY AND PROCEDURES

Introduction:
The Appeal Committee Panel is a standing committee that meets as needed. The voting members of the committee/panel consist of two (2) faculty members, two (2) staff members, and one (1) student. The voting members of the committee/panel should be non-biased participants. The Director of Student Services is the facilitator of the appeal hearing and is a non-voting member of the proceedings.

Purpose:
The Appeal Committee Panel exists as a mechanism to provide a fair hearing for students. The goal of the Panel is to ascertain if Everglades University’s action was fair and appropriate. The Panel will hear evidence, ask questions, review the catalog/handbook policies, deliberate and render an advisory ruling that, upon approval by the President, will become binding upon the administration as well as the student who filed the appeal.

Request for Appeal:
The “Request for an Appeal Committee” form may be obtained from the Director of Student Services at any time during normal business hours. The request form contains the name of the student requesting the appeal
process, the date, space for a narrative explanation of the problem/reason for the appeal, name and relation of anyone that will be attending the appeal process with the student and a signature blank.

All “Requests for an Appeal Committee” by a student should be submitted to the Director of Student Services.

APPEAL PROCESS AND PROCEDURES
• Complete a “Request for an Appeal Committee” form. The form must be signed and dated with a full explanation of the problem/reason for the appeal concerning the student. The form must include the names and relation of any additional people to be there on behalf of the student. The student may bring legal counsel to the hearing but legal counsel cannot speak on behalf of the student. The student must represent them self and present his/her case to the panel.
• The “Request for an Appeal Committee” form must be submitted to the Director of Student Services.
• Upon receipt of the “Request for an Appeal Committee,” the Director of Student Services will schedule the hearing within 10 business days of receipt of the request.
• The Director of Student Services will return a copy of the Request form to the student with the bottom portion completed to indicate date, place, and time of the hearing.
• On the day of the appeal the Director of Student Services will present a brief introduction of the student requesting the appeal as well as members of the panel who will hear the issues. The Director of Student Services will also provide a brief overview of the nature and chronology of the proceedings.
• The student will have ten (10) minutes in which to present his/her views, documentation, and/or other evidence in opposition to the position or action taken by the University.
• During the presentation of the student, members of the panel will have the opportunity to ask questions and view any documentation provided by the student.
• A representative of the University will have ten (10) minutes in which to present the position of the University and/or the basis for the action taken by the University.
• Following the conclusion of the presentation by the University representative, both the student and the representative of the University will have the opportunity for a three (3) minute rebuttal. The student will be permitted to rebut first and the University second.
• Following the rebuttal, the Director of Student Services will ask for final questions.
  a) The student will be instructed as to the date that they can expect notification of the Appeal Panel’s decision.
  b) Then the student and the University representative will be excused.
• The members of the panel will deliberate. This decision will be forwarded to the President for approval. Absent extenuating circumstances, the student requesting the hearing will be notified of the decision within seventy-two (72) hours (3 Business Days).

STUDENT SATISFACTORY ACADEMIC PROGRESS APPEAL
The University’s Satisfactory Academic Progress Policy is detailed in the catalog on 169. Everglades University students are entitled to fair processes and procedures. Students have the right to appeal Satisfactory Academic Progress decisions by filing a Student Satisfactory Academic Progress Appeal.
• A Satisfactory Academic Progress Appeal is submitted in person, by U.S. mail, or by fax to the Dean of Academic Affairs. A Satisfactory Academic Progress Appeal may not be submitted by email. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. Enclose supporting documentation from medical doctors, advisors, psychologists, death notices, separation notices, divorce decree, accident reports, etc.

• All written student Satisfactory Academic Progress Appeals will be acknowledged by the University within 10 business days of receipt of the grievance. The date of receipt should be marked on the appeal.
• The Satisfactory Academic Progress Appeal Panel consisting of the Campus Vice President, Financial Aid Director, Dean of Academic Affairs, and Faculty member will meet to review the grievance and make a decision to grant or deny the appeal.
• Within 15 business days after acknowledging receipt of the grievance, the Dean of Academic Affairs will inform the student regarding the institutional response to the appeal. One of two actions can be taken: Deny Reinstatement of Student; or Reinstall Student on Financial Aid Probation.
• If the decision is to reinstate the student on Financial Aid Probation, the response will include an academic plan.
• The student can request a meeting as part of the appeal process and must inform the University of additional people who will be in attendance on their behalf. The student may bring legal counsel to the meeting but legal counsel cannot speak on behalf of the student. The student must represent themselves and present his/her case.
• The decision of the panel is final.

STUDENT GRADE APPEAL COMPLAINT
The University provides all students with a course syllabus at the beginning of each course. The course syllabus includes the grading policy for the course. The University faculty members follow the grading policy stated on the syllabus and in the University catalog in order to award fair grades to all students.

A student who feels their grade has been incorrectly calculated may file a grade appeal complaint. A grade appeal complaint should be submitted to the Dean of Academic Affairs in the Academic Department. These procedures apply only to student grade appeal complaints received in writing. Students wishing to file a complaint regarding a faculty member would do so under the general student complaint policy procedures.

Grade appeal complaints are to determine that grade calculations have been completed per the syllabus and University catalog.
• A grade appeal complaint is submitted in person, by U.S. mail, or by fax. Grade appeal complaints may not be submitted by email. Grade appeal complaints should be dated and the reason for the grade appeal should be clearly stated.
• All written student grade appeal complaints will be acknowledged by the University within 10 business days of receipt of the grade appeal. The date of receipt should be marked on the grade appeal.
• The Dean of Academic Affairs will meet with the faculty member to review the grading policy and grade books to determine if an error exists.
• Within 15 business days after acknowledging receipt of the grade appeal complaint, the Dean of Academic Affairs will inform the complainant regarding the institutional response to the grade appeal complaint.
• Students have the right to appeal the decision of the Dean of Academic Affairs by submitting a written appeal request and supporting documentation to the Vice President of Academic Affairs within 10 days of the decision. The student can request a meeting as part of the appeal process and must inform the University of additional representatives who will be in attendance on their behalf. The student may bring legal counsel to the meeting but legal counsel cannot speak on behalf of the student. The student must represent themselves and present his/her case.
• The Vice President of Academic Affairs will acknowledge the written request for appeal within 10 business days of receipt and will schedule a meeting date and time if so requested.
• The Vice President of Academic Affairs will review the documentation, syllabus, faculty records and
INVESTIGATION OF COMPLAINTS:
The University appoints a Title IX Officer. The University’s Title IX Officer is Jared Bezet, Vice President of Academic Affairs. The Title IX Officer will determine if the evidence warrants a formal hearing before the Grievance Committee.

Based on the outcome of the investigation, the assigned Title IX Officer will determine if there is sufficient cause to proceed with the complaint. If so, the Title IX Officer will arrange for an informal resolution conference with the accused. (Complainants do not attend informal resolution meetings but are apprised of the meeting’s outcome.) If the accused does not accept responsibility for the allegations and/or the proposed sanction, the Title IX Officer will determine if the evidence warrants a formal hearing before the Grievance Committee.

The exact nature of the responsive action depends on the circumstances, but may include discipline up to and including suspension or dismissal from the University for a student, staff or faculty who is found to have violated University policies.

IMPLEMENTING PROVISIONS/POLICIES:
The University will take appropriate action (i.e., an investigation, adjudication and disciplinary and remedial corrective steps) in response to a complaint made pursuant to the complaint policies/procedures listed above. The University will make every effort to handle complaints and investigations with sensitivity to both the rights of the person who complains and the rights of the accused.

The University handles complaints discreetly and attempts to maintain privacy throughout the investigatory process, to the extent practicable and appropriate under the circumstances. However, in order to conduct an investigation, it is generally necessary to discuss the allegations with the accused and other potential witnesses. Additionally, the University may have legal obligations to disclose information to law enforcement or in the context of legal proceedings.

Complaints may be made anonymously. While the University endeavors to investigate all complaints, including anonymous complaints, the nature of anonymous complaints makes investigation, determination, and remediation more difficult and, at times, impossible. Further, while the University attempts to protect the identity of complainants who do not wish to be identified, this may not always be possible.

CONFLICT RESOLUTION:
Students are encouraged to first discuss any concerns with their instructor. If the concern is not resolved, they should speak to their Associate Dean. Subsequent levels are the associate dean or dean of academic affairs and the campus president. Chain of command should always be utilized for prompt resolution. Everglades University does however maintain an open door policy.

In appropriate cases as determined by the University, conflict resolution may be possible. This is permitted only where both the complainant and accused voluntarily agree to participate, and either party may terminate informal resolution attempts and commence formal Grievance procedures at any time prior to reaching a mutually acceptable resolution. Depending on the circumstances, a mediated resolution may not necessarily involve face-to-face discussions between the complainant and the accused. Certain cases are not appropriate for conflict resolution, such as complaints of particularly egregious sexual harassment or cases involving sexual assault or violence.
Occasionally, an individual makes a complaint and later wishes to revoke or discontinue the investigation or adjudication process. Similarly, it may occur that someone other than the victim reports an incident, and the victim declines to participate in the investigation or adjudication process. In other instances, complaints may be received anonymously and/or the victim may not wish to be personally identified. The University endeavors to respect the wishes of a victim to either not be identified and/or not participate in the process. In these situations, the University attempts to investigate and address complaints in accordance with the victim’s wishes.

If a victim wishes to talk about an incident with the assurance that the discussion will be confidential and will not result in an investigation or follow up action, the University offers confidential resources through the Title IX Officer. Contact with the Title IX Officer that does not result in a complaint being filed with the University or result in action being taken by the University. Anyone wishing to have an incident investigated, mediated or adjudicated must make a complaint in accordance with the procedures described above.

In determining whether sex discrimination, sexual harassment or sexual misconduct occurred, the University does not apply the criminal standard of “beyond a reasonable doubt,” nor do formal court rules of evidence apply. Instead, the University uses a “preponderance of the evidence” standard, and the University may consider any evidence it deems relevant. A “preponderance of the evidence” means the evidence which is of greater weight or is more convincing than opposing evidence such that it is “more likely than not” that an act occurred. If the applicable investigatory or adjudicatory process allows for parties to offer witnesses and evidence, the complainant and the accused will have an equal opportunity to do so. The complainant and the accused will be informed in writing of the outcome of the complaint, to the extent permitted by law. An accused who is a student may appeal the outcome to an impartial decision maker. An employee who is deemed guilty shall have whatever rights are granted by law. The particular method and grounds for appeal are explained in the student policies listed above.

The University endeavors to resolve complaints promptly. Ordinarily, the investigative stage will take no longer than 60 calendar days from the time the complaint is received. In exceptional circumstances (including but not limited to especially complex cases or when the University is not in session), it may be necessary to extend these timelines. If that occurs, the parties will be informed of the expected timeline for completion.

The University prohibits retaliation against any individual who in good faith makes a complaint of sex discrimination, sexual harassment, or sexual misconduct or participates as a witness in a proceeding under this or any other University policy. Retaliation is also unlawful pursuant to Title IX and other laws.

EQUAL OPPORTUNITY/AMERICANS WITH DISABILITIES ACT/FERPA COMPLAINTS

Everglades University admits students of any race, color, and national or ethnic origin. The University’s policy of equal opportunity employment and affirmative action, consistent with Federal policy, is that no person shall, on the grounds of race, creed, color, handicap, national origin, sex, age, political affiliation, sexual orientation, marital status, or belief, be excluded from any training, be denied the benefit of, or be subjected to discrimination in any hiring practice or activity at the University.

Everglades University complies with the Rehabilitation Act of 1973 (Section 504) requiring that no qualified handicapped person will be excluded by reason of the handicap from enrolling in a course of instruction. Students wishing to avail themselves of special adjustments/accommodations under the Americans with Disabilities Act must disclose special needs at time of enrollment. Accordingly, every effort is made to make reasonable adjustments/accommodations. Certain programs may require manual dexterity. Please consult campus Admissions Offices for further information.

Everglades University complies with the Family Education Rights and Privacy Act-1974 (Public Law 93-380) concerning student records. Student information will only be released to any person, agency or legal authority as required by subpoena/legal process or by consent of the student (or eligible parent). Information will only be released on a consent basis where the student or eligible parent has provided written consent, signed, dated and specifying the information to be released, the reason for release and the name(s) of persons to whom the information is to be released.

A student who feels they have not been treated fairly under the University’s stated federal policies has the right to file a written complaint. A complaint should be submitted to the Vice President of the University. These procedures apply only to complaints received in writing:

• A complaint is submitted in person, by U.S. mail, or by fax. Complaints may not be submitted by email.
• Complaints should be dated.
• All written complaints will be acknowledged by the University within 10 business days of receipt of the complaint. The date of receipt should be marked on the complaint.
• Within 15 business days after acknowledging receipt of an Equal Opportunity, Americans with Disabilities, or FERPA complaint, the Vice President will inform the complainant regarding the institutional response to the written complaint.
• Students have the right to file a grievance with the University in the event they are not satisfied with the University’s response.

The steps to request a grievance are as follows:

GRIEVANCE POLICY AND PROCEDURES

Introduction:

If Everglades University is forced to take action against a student, it still believes strongly that every student has a right to procedural due process in which a student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or other action related to a student, the student may appeal the decision to the Grievance Committee.

Students are encouraged to resolve problems through normal administrative channels. A petition for a grievance hearing must be made in writing and submitted to the Director of Student Services. The grievance is then scheduled to be heard before the Committee. The Grievance Committee panel is a standing committee that meets at 1:00 p.m. each Tuesday if a grievance is to be heard.

The voting members of the Grievance Committee consist of two (2) faculty members, two (2) staff members, and one (1) student. The voting members of the committee/panel are non-biased participants. The Director of Student Services is the facilitator/moderator of the grievance hearing and a non-voting member of the proceedings. The Panel will hear evidence, ask questions, review the catalog/handbook policies, deliberate and render an advisory ruling that, upon approval by the Office of the President, will become binding upon the administration as well as the student who filed the grievance.

Purpose:

The Grievance Committee/Panel exists as a mechanism to provide a fair hearing for students. The goal of the Panel is to ascertain if Everglades University’s policy has been adhered to. The Panel will hear evidence, ask questions, review the catalog/handbook policies, deliberate and render an advisory ruling that, upon approval by the President, will become binding upon the administration as well as the student who filed the grievance.

Request for Grievance Committee:

The “Request for a Grievance Committee” form may be obtained from the Director of Student Services at...
any time during normal business hours. The request form contains the name of the student requesting the grievance process, the date, space for a narrative explanation of the problem/reason for the grievance, name and relation of anyone that will be attending the grievance process with the student and a signature blank.

All “Requests for a Grievance Committee” by a student should be submitted to the Director of Student Services.

GRIEVANCE PROCESS AND PROCEDURES

• Complete a “Request for a Grievance Committee” form. The form must be signed and dated with a full explanation of the problem/reason for the appeal concerning the student. The form must include the names and relation of any additional people to be there on behalf of the student. The student may bring legal counsel to the hearing but legal counsel cannot speak on behalf of the student. The student must represent themselves and present their case to the panel.

• The “Request for a Grievance Committee” form must be submitted to the Director of Student Services.

• Upon receipt of the “Request for a Grievance Committee,” the Director of Student Services will schedule the hearing within 10 business days of receipt of the request.

• The Director of Student Services will return a copy of the Request form to the student with the bottom portion completed to indicate date, place, and time of the Hearing.

• On the day of the appeal the Director of Student Services will present a brief introduction of the student requesting the appeal as well as members of the panel who will hear the issues. The Director of Student Services will also provide a brief overview of the nature and chronology of the proceedings.

• The student will have ten (10) minutes in which to present their views, documentation, and/or other evidence in opposition to the position or action taken by the University.

• During the presentation of the student, members of the panel will have the opportunity to ask questions and view any documentation provided by the student.

• A representative of the University will have ten (10) minutes in which to present the position of the University and/or the basis for the action taken by the University.

• Following the conclusion of the presentation by the University representative, both the student and the representative of the University will have the opportunity for a three (3) minute rebuttal. The student will be permitted to rebut first and the University second.

• Following the rebuttal, the Director of Student Services will ask for final questions.

• The “Request for a Grievance Committee” form must be submitted to the Director of Student Services.

• Upon receipt of the “Request for a Grievance Committee,” the Director of Student Services will schedule the hearing within 10 business days of receipt of the request.

• The Director of Student Services will return a copy of the Request form to the student with the bottom portion completed to indicate date, place, and time of the Hearing.

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GRIEVANCE PROCESS AND PROCEDURES

• Complete a “Request for a Grievance Committee” form. The form must be signed and dated with a full explanation of the problem/reason for the appeal concerning the student. The form must include the names and relation of any additional people to be there on behalf of the student. The student may bring legal counsel to the hearing but legal counsel cannot speak on behalf of the student. The student must represent themselves and present their case to the panel.

• Then the student and the University representative will be excused.

• The members of the panel will deliberate. This decision will be forwarded to the President for approval.

• Absent extenuating circumstances, the student requesting the hearing will be notified of the decision within seventy-two (72) hours (3 Business Days).

STUDENT DISCIPLINARY PROCEDURES

If a student violates Everglades University’s Standards of Conduct in a classroom, the first level of discipline lies with the faculty member. If a situation demands further action, the dean of academic affairs is responsible. In the absence of the dean, the campus president determines disciplinary action. If a student has a serious objection to the disciplinary action imposed, the student has the right to use the grievance process as outlined in the Everglades University catalog.

When a student violates Everglades University’s Standards of Conduct outside the classroom but on campus, the dean of academic affairs is the first level of discipline. The next level is the campus president. If a student is dissatisfied with the disciplinary action imposed, the student has the right to use the grievance process as outlined in the Everglades University catalog.
• The members of the panel will deliberate. This decision will be forwarded to the President for approval. Absent extenuating circumstances, the student requesting the hearing will be notified of the decision within seventy-two (72) hours (3 Business Days).

**ARBITRATION CLAUSE FOR EVERGLADES UNIVERSITY**

As stated on the Everglades University Application for Admissions, it is agreed that, in the event the parties to the enrollment agreement are unable to amicably resolve any dispute, claim or controversy arising out of or relating to the agreement, or if a claim is made by either against the other or any agent or affiliate of the other, the dispute, claim or controversy shall be resolved by binding arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules. If this chosen forum or method of arbitration is unavailable, or for any reason cannot be followed, a court having jurisdiction hereunder may appoint one or more arbitrators or an umpire pursuant to section 682.04, F.S. Each party shall have the right to be represented by an attorney at any arbitration proceeding. The expenses and fees of the arbitrator(s) incurred in the conduct of the arbitration shall be split evenly between the parties to the arbitration. However, if Everglades University prevails in the arbitration proceeding, Everglades University will be entitled to any reasonable attorney’s fees incurred in the defense of the student claim. The venue for any proceeding relating to arbitration of claims shall be in the county wherein the institution is located. This agreement cannot be modified, except in writing by the parties.

**ENROLLMENT AGREEMENT DISPUTES/ARBITRATION POLICY**

The University’s enrollment agreement is the legal binding document between the student and the University. It is agreed that in the event the parties to this enrollment agreement are unable to amicably resolve any dispute, claim or controversy arising out of or relating to this agreement, or if a claim is made by either against the other or any agent or affiliate of the other, the dispute, claim or controversy shall be resolved by binding arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules. If this chosen forum or method of arbitration is unavailable, or for any reason cannot be followed, a court having jurisdiction hereunder may appoint a panel of arbitrators pursuant to section 682.04, F.S. The expenses and fees of the arbitrator(s) incurred in the conduct of the arbitration shall be split evenly between the parties to the arbitration; however, if Everglades University prevails in the arbitration proceeding, Everglades University will be entitled to any reasonable attorney’s fees incurred in the defense of the student claim. Venue for any proceeding relating to arbitration of claims shall be in the county wherein the institution is located. This agreement cannot be modified except in writing by the parties. Everglades University is a member of the Independent Colleges and Universities of Florida (ICUF). Students who are residents of the state of Florida wishing to file a complaint can contact ICUF at 542 East Park Avenue, Tallahassee, FL 32301; phone (850) 681-3188 or by fax (850) 681-0057. In the event a student has not been able to resolve a concern with the institution, the student may submit such concern to the following for writing by the parties. Everglades University will be entitled to any reasonable attorney’s fees incurred in the defense of the student claim. Venue for any proceeding relating to arbitration of claims shall be in the county wherein the institution is located. This agreement cannot be modified except in writing by the parties.

**Graduation Requirements**

All students must complete the general graduation requirements as prescribed by the University, as well as all degree requirements specified in the degree being pursued. Students meeting these requirements will be issued a Master’s Degree or a Bachelor of Science Degree.

Students should request an exit interview in order to graduate. Accordingly, students must contact their Associate Dean, Dean of Academic Affairs, or the Vice President to schedule an appointment and/or make arrangements to complete the necessary paperwork.

Only those students who have completed all degree requirements are allowed to participate in the commencement exercises. Students will not be issued a degree or transcript of their records until all debts and obligations owed to the University have been satisfied. Students will not be issued a degree unless they are in good standing according to University policies and regulations. The student must not be on disciplinary probation.

**MASTER’S DEGREE**

Everglades University offers Master’s Degrees in:

- Entrepreneurship
- Business Administration

**Requirements for Master’s Degree:**

To be eligible for a Master’s Degree the student must:

- Be admitted and granted degree seeking status.
- Complete a designated course of study that includes at least 36 semester hours of credit. All required courses in a program must be completed.
- Achieve a minimum cumulative GPA of 3.0 in all college work attempted.
- Graduate students must receive a grade of “C” or above in all courses needed toward degree completion. A graduate course in which an “F” has been earned must be repeated until a satisfactory letter grade (e.g., “A”, “B”, “C”) has been achieved.
- The master’s degree coursework must include only those courses numbered 5000 and above.
- Complete the last thirty semester hours of credit at Everglades University.
- Any additional requirements imposed by the graduate program coordinator in the student’s major department or by the student’s supervisory committee must be satisfied. A master’s degree student usually takes some work outside the major department. The graduate program coordinator in the major department or the student’s supervisory committee determines the requirements for the minor or supporting courses.
- A student must satisfy the requirements for the degree that are in force at the time the degree is to be awarded.
- Complete an exit interview with all departments.

**Everglades University**

Students pursuing one of the aforementioned Master’s Degrees will have successfully completed thirty-six credit hours of study as described in the catalog.

**Accreditation** – Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC), 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500.

**State Agency** – Independent Colleges Universities Florida (ICUF) 542 East Park Avenue, Tallahassee, FL 32301; phone (850) 681-3188 or by fax (850) 681-0057.

**State** - Florida Department of Education at 325 West Gaines St., Suite #1414, Tallahassee, FL 32399; toll-free (888) 224-6684; fax (850) 245-3234.

**Graduation Requirements**
DISTANCE LEARNING OBJECTIVES

Everglades University understands and supports the educational needs of adult learners and those who cannot attend on campus classes. Toward that end, a distance learning program has been developed.

It is important to understand what online classes are and what they are not. Online classes are not easy substitutes for on campus classes. In fact, students find online classes as rigorous and demanding as on campus classes. Students are expected to attend the virtual classroom a specified number of times per week. All attendance is monitored. The times are flexible and dictated by the students’ personal schedules; but substitutes for on campus classes. In fact, students find online classes as rigorous and demanding as on campus classes. Students are expected to attend the virtual classroom a specified number of times per week. All attendance is monitored. The times are flexible and dictated by the students’ personal schedules; but nonetheless their presence is required and recorded and counts toward the final grades.

An online student is expected to be computer-literate and familiar with the Internet. An orientation course is available to help students improve these skills.

An online class is convenient and flexible. It allows students to work on assignments and participate in class discussions as their schedules permit within reasonable timeframes. Learning is achieved through individual inquiry, collaborative processes (student/student and student/faculty) and personal synthesis of ideas into an understanding of the topic. Outcomes are determined by qualitative analysis of student input, subjective and objective tests, including pre- and post-tests, group and individual projects and case studies.

DISTANCE LEARNING PROGRAMS AND COURSES OF STUDY

The following programs are available through the distance education program at Everglades University:

Bachelor's Degrees:
- Alternative Medicine
- Aviation/Aerospace
- Aviation/Aerospace, Concentrations in:
  - Aviation Operations Management
  - Aviation Maintenance Management
  - Aviation Safety
  - Aviation Security
  - Flight Operations
  - Management
  - Unmanned Aerial Systems (UAS)

Requirements for the Bachelor of Science Degree:

- Resolve all financial obligations to the University.
- Complete all exit interviews with all departments.
- Complete the last thirty-three semester hours of credit at Everglades University.
- Achieve a cumulative GPA of 2.0 or higher in all college work attempted. An “I” received in the term where the student is scheduled to graduate will be calculated as an “F” grade for purposes of computing the student’s GPA for graduation. If the course work is completed, and results in a passing grade, the student’s transcript will be amended and a final GPA re-calculated.
- Complete a designated course of study that includes at least 123 semester hours of credit. All required courses in a program must be completed.
- Complete a designated course of study that includes at least 123 semester hours of credit. All required courses in a program must be completed.
- Complete an exit interview with all departments.
- Resolve all financial obligations to the University.
- Complete an exit interview with all departments.
- Resolve all financial obligations to the University.

Expected learning outcomes and completion requirements for these programs are identical to those in the on campus program.

PREREQUISITES FOR PARTICIPATION IN DISTANCE LEARNING

Admissions requirements for distance learning programs are identical to on campus programs. Additionally, students must demonstrate the ability to succeed in an online web-based educational environment. An assessment is given during the admissions process to evaluate the student’s abilities in such areas as motivation, self-discipline, computer literacy, and the requirements for successful completion of an online class. In addition, an online orientation and assessment is given to online students by an online trainer to assess computer skills and proficiency. Students receiving a low proficiency score from the online trainer are referred to a associate dean.
DISTANCE LEARNING FACULTY/STUDENT INTERACTION
Given the unique nature of online learning, faculty/student interaction is critical for success. Online classes offer several opportunities for interaction, both faculty/student and student/student interaction. Some methods of interaction include online lectures, email, document sharing, threaded discussions and chat rooms. Students are required to log in and participate in the online class a specified number of times per week. Faculty log in daily to review, respond and reply to students. Faculty respond within a 24-hour time period. More traditional methods of contact are also available, including phone (toll free for those out of area), fax, and office visits, if feasible.

DISTANCE LEARNING FACILITIES AND EQUIPMENT
Everglades University has computer labs with Internet access that are available for student use. The University provides technical services and training through its online platform. Online students must also have the following hardware and software:
- Windows 2000, XP Vista or later version
- Mac Os 9.1 or later
- 64 MB of RAM
- 183182 •

DISTANCE LEARNING DELIVERY OF BOOKS
The University’s bookstore will automatically ship books for your online classes. The book will be delivered to your house. Students who wish to order their books independently should notify the University’s bookstore.

DISTANCE LEARNING PLACEMENT ASSISTANCE
Placement assistance for graduates is available to students through the Student Services Department. The Student Services Department can be contacted either by email, telephone or in person to request placement assistance. Although the University assists students in identifying placement opportunities, it cannot guarantee employment. Online learners are encouraged to visit the Online Career Center at www.collegecentral.com/EvergladesUniversity. Students can display a current résumé, search job openings, and receive job placement assistance.

DISTANCE LEARNING STUDENT SERVICES
The University provides a sincere and friendly staff to assist in your personal needs. The University is equipped with a variety of resources and referrals to community services. Please contact the Student Services Department for further details.

DISTANCE LEARNING- LIBRARY RESOURCES

An orientation is provided to all students early in their programs of study on how to maximize their effectiveness in using online library resources. The online library is accessible via its website www.evergladeslibrary.com. This link is also accessible to all online students within their online classes. Online students have access to the Everglades University library resources, including a large collection of electronic books.

* For a complete listing of the electronic resources available from the online library; please refer to page 13.

In compliance with 34 CFR Section 668.43(b) for a complete list of our accreditors and for the State approval entities for distance learning in the United States, please refer to the Everglades University website at www.EvergladesUniversity.edu/online-degree-programs.asp.
STAFF AND FACULTY

STAFF

OFFICE OF THE PRESIDENT

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BS Baldwin-Wallace College

Regional Director of Financial Aid
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ME Everglades University
BS Everglades University
AS Berkeley College

Vice President of Academic Affairs
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MA Florida Atlantic University
BA University of Central Oklahoma

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Frederick A. Pfeffer
BA Keiser University
AA Keiser University

Military Affairs
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EdD Nova Southeastern University
MS University of LaVerne
BS Mount Olive College

ONLINE DIVISION:

Vice President
David Shelpman, Jr
MHRM Keller Graduate School of Management
BS DeVry University
AS Daymar College

Administrative Assistant to the Vice President
Lauren Rajnauth
BBA Eastern Michigan University

Dean of Faculty
Carmen Salazar
MBA - MHCM - American Intercontinental University
BBA - BHCM - American Intercontinental University
AS-Nursing - University of Sacred Heart

Dean of Students
Mara Greene
ABD Northcentral
PSE Capella University
BS Kaplan University
Associate Dean
Michele Vermiglio
ME Montclair State University
BA Rutgers U

Head Registrar
Adrian Kaczor
MBA Everglades University
BS Florida Metropolitan University
Registrar
Dana Nugyen
MBA Everest University
BHS Florida Atlantic University
Assistant Registrar
Karlene Smith
MBA University of Phoenix
BS City College

Head Bursar
Tangela Andrews
MHA Kaplan University
BA Keiser University
Bursar
Temmy-Tope Adedobun
MHSEM Kaplan University
MSCJ Kaplan University
BS Kaplan University

Director of Admissions
Rabeena Hossain
BA Northwood University
Senior Admissions Counselors
Michael Anglin
MBA Northwood University
BBA Northwood University
Kristine Seeley
BA Lake Forrest College
Admissions Counselors
Yaren Abreu
BS Florida Atlantic University
Denise Cruz
BS City College
Ravi Ramall
BA Florida Atlantic University
AS Palm Beach Community College
Jason Rathaus
BBA Florida Atlantic University
Natalia Rivas
BS Barry University
Christopher Ruh
BS University of Central Florida
Ruth Senatus
BA Florida Atlantic University

Director of Financial Aid
Anne Rodne
BS Everglades University
Financial Aid Officers
Camiel Edwards
MS Kaplan University
BS Johnson & Wales University
Karen Suarez
BA Southern New Hampshire University
Vincent Wilson-McCoy
BAS Polk State College
Associate Financial Aid Officer
Wildolph Philippi
AS Everest University
AS ATI Institute

Student Services Director
Dana Dellacamera
MS Florida International University
BA Florida International University
Librarian
Tammie Oliva
MLIS University of South Florida
BS University of Florida
Bursar/Bookstore Manager
Kiesha Paul
BA University of Florida
Receptionists for Residential Campus
Kurt Poulin
Veronica Vergel

MIAMI CAMPUS:

Vice President
Charlene Purtlebaugh
MBA Ball State University
BS Ball State University

Online Trainer
Evelyn Jacome
AAS Florida Technical College

Re-entry Supervisor
Rubeena Barrat
BA American InterContinental University

Bookstore Manager
Pamela Peterson
BOCA RATON CAMPUS
Vice President for Residential Campus
Lori Kaufman
MS Long Island University
RD New York Institute of Technology

Dean of Academic Affairs for Residential Campus
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BSIT Brown Mackie College Miami

Director of Admissions for Residential Campus
Patricia Ramirez
MA James Madison University
BBA James Madison University
BS James Madison University
Admissions Counselors for Residential Campus
Norma Urbaez
M ED American InterContinental University

Financial Aid Director for Residential Campus
Rosezza Miller
BA City College, Fort Lauderdale
AS City College, Fort Lauderdale

Librarian
Tammie Oliva
MLIS University of South Florida
BS University of Florida

Bursar/Bookstore Manager
Kiesha Paul
BA University of Florida

Receptionists for Residential Campus
Kurt Poulin
Veronica Vergel
experience in the construction industry. She holds several licenses and certifications which include, PMP, LEED Taxiway construction at the Airpark. She has worked for 16 years at Pompano and have more than 20 years of responsibilities are design, construction, and management of all facets of construction ranging from building new Sanitary Sewer Lift Stations, Multi-acre Parks, Library/Cultural Centers, Building Renovations, and Runway and Ms. Tammy Good- MS Construction Management, Florida International University and Infectious Diseases Bio Markers. Dr. Djokic has spent 21 years working at the University of Miami, of which he spent 16 years working for the award at the University of Phoenix in Florida. Mr. Mr. Deer currently works for Principal of Unique Management Solutions Inc., which is a consultant firm developing management solutions and branding strategies for Latin and South American. He was the 2004 Educator of the Year in the Undergraduate Business program at American Intercontinental University and the 2006 Educator of the Year acclamation from the National Academy of Science as a participant in study of a near-disastrous LNG event. Mr. Mr. Corso has spent 58 years in the field of Electrical Power Engineering as an employee, a teacher of electrical courses, a supervisor of Power Plant operations, and manager of an Electrical Consulting Company. Mr. Corso maintains contact with several technical websites and energy-related corporations providing answers to questions in the areas of electrical power systems, electrical failure forensics, and Safety Instrumented System. He was endorsement by EPRI for a safety system that increases the capacity factor of nuclear plants and has two patents for an apparatus that reduces the frequency of unwarranted plant outages, including nuclear. He has also received acclamation from the National Academy of Science as a participant in study of a near-disastrous LNG event. Mr. Corso has published and presented at numerous conferences including the Journal of System Safety Society, JOAP Maintenance Conference, Process Plant Reliability Conference, ISA/EPRI Automation Conference, and NPRA. Mr. Robert Deer - MBA specializing in International Business, St. Peters College Mr. Deer currently works for Principal of Unique Management Solutions Inc., which is a consultant firm developing management solutions and branding strategies for Latin and South American. He was the 2004 Educator of the Year in the Undergraduate Business program at American Intercontinental University and the 2006 Educator of the Year award at the University of Phoenix in Florida. Dr. Boriwoje-Boris Djokic- PhD Statistics, University of Belgrade; MS, University of Belgrade Dr. Djokic has spent 21 years working at the University of Miami, of which he spent 16 years working for the department of Pediatrics as a Bio Statistician and Assistant Director for Computer Support. He has a number of publications within the medical field in the New England Journal of Medicine, Journal of Pediatrics in South Florida, and Infectious Diseases Bio Markers. Ms. Tammy Good- MS Construction Management, Florida International University Ms. Good currently works for the City of Pompano Beach in the capacity of Civil Engineer II. Her primary responsibilities are design, construction, and management of all facets of construction ranging from building new Sanitary Sewer Lift Stations, Multi-acre Parks, Library/Cultural Centers, Building Renovations, and Runway and Taxiway construction at the Airpark. She has worked for 16 years at Pompano and have more than 20 years of experience in the construction industry. She holds several licenses and certifications which include, PMP, LEED BD + C, and Class C Water Treatment Operator to name a few.
Dr. David Kalicharan- DBA Marketing, Argosy University; MBA, Nova Southeastern University
Dr. Kalicharan has spent over 25 years in the corporate environment working in several countries including the US, building broken companies. His area of specialty is in Sales &Marketing. Dr. Kalicharan has managed the marketing department of several small businesses and worked as a market development manager for two multinational corporations. During his tenure in the corporate world, his area of emphasis was on training and development of sales staff and development and execution of growth oriented strategies. As a market development manager, he has developed and managed several B2B relationships and won several government contracts. He has been teaching graduate and undergraduate students for several years mainly in the areas of marketing, strategic management and international business. Occasionally, he provides training and consulting services to companies through Training and Consulting Solutions, a company he started a few years ago.

General Education:
Dr. Martin Nemeroff- PhD Biological Sciences, University of Buffalo; MA, University of Buffalo
He has published thirteen papers in scientific journals, a chapter in a book, and one paper in an education journal. He is the recipient of the NIH Postdoctoral Fellowship, the Exxon Postdoctoral Fellowship, and the NIH Pre-doctoral Travel Award.

EVERGLADES UNIVERSITY ONLINE DIVISION
General Education:
Dr. Jill Barton- PsyD, Nova Southeastern University; BS Psychology, Michigan State University
Dr. Barton has experience as an education consultant specializing in the areas of intelligence, proficiency and psychological test administration and evaluation. She is a trained clinical psychologist, with experience administering over 600 intelligence and achievement evaluations to students and veterans at the Miami VA. Assessment instruments include the WAIS, WISC, Woodcock Johnson III-A, WIAT, MMPI, and Bender Visual-Motor Gestalt test. Dr. Barton attends a minimum of 9 hours of continuing education (CE’s) per year in her discipline.

Dr. Elka Ivanova- PhD Computer Science, Higher Attestation Commission, Sofia, Bulgaria; MSc of Mathematics with specialization in Computer Science, University of Sofia, Sofia, Bulgaria
Dr. Ivanova has more than 20-years’ experience teaching university level math. She has experience working as a programmer and a research fellow at a Teleprocessing Systems Institute. She enjoys reading professional journals, participating in conferences and workshops for best teaching practices, as well as for developing an understanding of innovative teaching methods and new platforms for teaching online. She has been the recipient of the Evelyn C. Keiser Teaching Excellence Award “Instructor of Distinction” for 2007, 2008, 2009 and 2010.

Dr. Eva Shoop-Shafor- PhD Auburn University, Auburn, AL; MA English, Auburn University, Auburn, AL; BA English, University of Florida, Gainesville, FL
Dr. Shoop-Shafor specializes in contemporary American Literature and writing across the disciplines. She has taught composition and English literature courses at several universities, in a state prison system and, and since 2011, for Everglades University. Dr. Shoop-Shafor presents her scholarship annually at conferences including the annual meetings of the Modern Language Association and the American Culture/Popular Culture Association.

Allied Health:
Dr. Linda Abbott - DC Life University
Dr. Abbott is in active chiropractic practice in South Florida and has worked in various aspects of the healthcare industry for nearly twenty years. Prior to that, she taught as a faculty member at Life Chiropractic College and held a private practice in Georgia. Dr. Abbott maintains her license through completing continuing education courses in topics such as business, nutrition, manipulative techniques, HIV/AIDS, posture and taping. She has been recognized with several Faculty of Distinction awards from Everglades University and has taught with the University since 2005.

Dr. Nan Deardorff-McClain- ND , Bastyr University
Dr. Deardorff-McClain has worked in private practice as a Naturopath with a focus on homeopathy and Bach Flower remedies. She also likes to educate people on the importance of good nutrition. Teaching has always been a big part of her practice whether it is one-on-one or with a large group in the online classroom. The educational element really excites her. Each year she attends at least one seminar on classical homeopathy and she reads naturopathic-oriented medical journals such as the Townsend Letter. She particularly enjoys working with adolescents and she recently conducted a workshop.

Ms. Tammy Fogarty- PhD Dietetics and Nutrition (in progress); MS, Florida International University
Ms. Fogarty began working as a clinical nutritionist providing nutrition education to individuals battling cancer and HIV and later provided nutrition support in ICU and trauma units. In 2005 she made a career change to join the Everglades Team as Department Chair of Allied Health. She has served on the SACS leadership team to obtain regional accreditation for the University and continues to teach courses in Alternative Medicine.

Dr. Andrea Goldstein- PsyD Clinical Psychology with Specialization in Forensics and Neuro-Psychology, Miami Institute of Psychology; MS, Miami Institute of Psychology; MS Mental Health Counseling, Nova Southeastern University
Dr. Goldstein is a forensic psychologist who has worked at maximum security psychiatric facilities. She has worked in family court as a mediator and conducts stress reduction and relaxation workshops across the country. Dr. Goldstein attends conferences and workshops and has presented Continuing Education Units for professionals in the educational and educational fields. She has authored a McGraw Hill textbook entitled Creative Concepts in Psychology. Dr. Goldstein has taught at Everglades University for seven years.

Dr. Michael Hall- ND, National College of Naturopathic Medicine
Dr. Hall believes the mission of E.U. aligns with his own, which is to share the powerful knowledge of natural health and wellness. He completed a residency in family medicine after finishing his doctorate, earning a certified residency certificate of completion, which few ND graduates are able to do. He ran an I.V. department using chelation, vitamin therapy and other alternative medicine treatments and has also served as a scientific advisor and writer for a large alternative medicine company. Dr. Hall attends scientific and medical conferences, is a member of naturopathic medical associations and communities where members share information and treatment protocols, and has written scientific articles for Life Extension Magazine. He has been in private practice for seven years and has taught for Everglades University for over five years.

Ms. Claudia Johnson- M.Sc, Florida Atlantic University
Ms. Johnson is currently the Group Leader for a team of scientists and technicians involved in process development for a pharmaceutical company specializing in development of drug compounds for immune compromised patients. She previously worked as a research chemist as well as a quality control chemist. Ms. Johnson has published an article in the Advances in Experimental Medicine and Biology journal and has taught at Everglades University since 2007.

Dr. Ross Kerievsky- DC Palmer College of Chiropractic; ND Southwest College of Naturopathic Medicine
Dr. Kerievsky has spent the past thirteen years in private practice working with auto injuries and workers injuries. He has attended conferences including the Arizona Association of Chiropractic continuing education convention and the Arizona Naturopathic Medical Association continuing education convention. Dr. Kerievsky has also presented at the Arizona Naturopathic Medical Association about the upcoming change from ICD-9 to ICD-10. He has taught for Everglades University for 6 years.
Dr. Brett Lieberman- ND, National College of Natural Medicine
Dr. Lieberman is a licensed Naturopathic Doctor who specializes in family practice and utilizes lifestyle counseling, nutrition, Western herbal medicine, classical homeopathy and other complementary therapies to help patients on their paths to wellness. Dr. Lieberman has published journal and newspaper articles on natural medicine topics such as childhood nutrition, natural treatments for menopause and classical homeopathy. He stays up-to-date in his field by attending holistically and conventionally oriented medical seminars and reading medical research and literature. Dr. Lieberman has taught at Everglades University since 2006.

Ms. Johanna Jacobs- MS of Oriental Medicine, Atlantic Institute of Oriental Medicine, Fort Lauderdale, FL; BS Health Science, Atlantic Institute of Oriental Medicine, Fort Lauderdale, FL
Johanna Perez finds traditional Chinese medicine and related modalities a rewarding field to be a part of and her private practice has grown progressively since she opened in 2005. She presently specializes in women’s wellness and offers treatments to bring patient’s health into a state of balance that suits their daily routine and natural tendencies. Johanna recently became certified in the Mei Zen Cosmetic Acupuncture System. Pre-natal acupuncture is one of her favorite areas of expertise. In the future she plans to continue her education in the treatment of children. Dr. Perez has had several articles published in the Palm Beach edition of Natural Awakenings regarding women’s health and wellness.

Dr. Andrea Pryce- ND, Southwest College of Naturopathic Medicine
Dr. Andrea Pryce earned her Doctor of Naturopathic at Southwest College of Naturopathic Medicine. She is currently in private practice and has been with Everglades University for over 2 years.

Dr. Karen Scotti- DC New York Chiropractic College, Glen Head, New York; MS of Business Administration, University of Bridgeport, Bridgeport, CT
Dr. Scotti is credentialed to teach several traditional and non-traditional degree courses that include, but are not limited to, Anatomy and Physiology, Exercise Physiology, Chiropractic, Kinesiology, Manual Therapies, History of Medicine, Women’s Health, Complimentary and Alternative Approaches to Disease, and Consultative and Diagnostic Techniques. Dr. Scotti maintains a private practice that caters to animals with specific needs, disabilities, and chronicity Non-invasive chiropractic techniques are administered to the pet for a variety of acute and chronic musculoskeletal problems. This is an integrative practice, working with Affiliate Veterinary physicians utilizing state of the art modalities and techniques to remove vertebral subluxation in small animals. Dr. Scotti also services on various committees specific to curriculum development and course evaluation.

Dr. Judith Thompson- ND, National College of Natural Medicine
Dr. Thompson specializes in Ayurvedic Medicine and is an international consultant on Naturopathic medicine and the President of the Florida Naturopathic Physicians Association. She maintains her license by completing continuing education every year. Dr. Thompson has offered public lectures and workshops on Naturopathic Medicine since 2005 and presents at various conferences including the National Conference of the American Association of Naturopathic Physicians and the Annual Meeting of Florida Naturopathic Physicians Association. She has been teaching at Everglades University for six years.

Business:
Dr. Vural Buyukozturk - PhD, University of Pennsylvania; MA University of Pennsylvania; BA and MS, Mimar Sinan University
Dr. Buyukozturk has a five year Professional Degree in Architecture and a MS and PhD with a specialty in Residential Construction. He has practiced in the public and private sectors of this industry for thirty years. He has also taught architecture, engineering, business design and construction for more than 25 years. Dr. Buyukozturk has been the recipient of the Faculty of the Year Award at Everglades University in 2009, 2010, 2011 and the 5 year and 10 year Employee Awards at Broward County from the Board of County Commissioners. He has been a guest lecturer at various universities and has served on numerous committees and agencies in his field.

Mr. Ira Locks- PhD Organizational Behavior and Development
Mr. Locks is a development and construction manager with over fourteen years of experience providing design, construction/design management, and energy management services including process improvement and environmentally friendly alternative energies. He has experience with a variety of projects including luxury apartments, mixed use, affordable apartments, light commercial and retail facilities. Mr. Locks was awarded the Grand Aurora Award from the Southeast Building Conference. He is working on a book entitled “Teaching Buildings to Dry Themselves” and conducting field research on the exterior envelope of buildings in Florida with electrolysis problems with nails and wood corrosion. This year, Mr. Locks will act as project manager for a charitable renovation project, The Extreme Village Makeover; which will provide refurbished vacation accommodations for children with life-threatening illnesses.

Mr. David Smith- MA Management, Webster University
Mr. Smith brings over thirty years of management, leadership, and supervisory experience to his roles as faculty member, academic advisor and past Department Chair at Everglades University. He is a two time Air Force squadron commander and deputy group commander of wartime en route airlift operations group. He also worked as an office manager in a local insurance business and was responsible for all aspects of the multimillion dollar business. Mr. Smith has received the Evelyn C. Keiser Teaching Excellent Award, “Instructor of Distinction” in 2009 and 2010. He has been part of the Everglades Team since 2008.

Aviation:
Dr. Jeffrey LaPoint- EdD Educational Leadership, University of Phoenix; MS Aeronautical Science, Embry-Riddle Aeronautical University
Dr. LaPoint is a retired US Air Force officer with more than 25 years aviation experience. He also is qualified Flight Crew Training Instructor for the world’s largest airline instructing pilots in state-of-the-art, fly-by-wire Airbus A-320/A-330 aircraft. He conducts simulator, flight training device (FTD), integrated procedures trainer (IPT), and classroom instruction on flight procedures, aircraft systems and crew resource management. Dr. LaPoint has taught for Everglades University since 2006 and has published articles in the International Journal of Business & Social Science and US Airways Safety Vector Magazine.

Mr. Thomas Schulte- MS Aeronautical Science, Embry-Riddle Aeronautical University; USAF Safety Officer and Aircraft Accident Investigation, Southern California Safety Institute; BS Aeronautical and Astronautical Engineering, Ohio State University
Mr. Schulte is a Captain for the American B-727, 757, 767, 777 MD-80, a US Air Force Lieutenant Colonel and Instructor Pilot. He gained 670 hours of combat time in Iraq and Afghanistan with eight air medals, the USAF Meritorious Service Medal and the Combat Air Support Medal and was also Deployed as Detachment Commander and Chief of Safety for 366 ERS/KDAB. Mr. Schulte is an experienced aircraft accident investigator for NTSB/USAF. He is beginning a doctoral program in Aircraft Accident Investigation at Embry-Riddle and has been teaching for Everglades for over five years.

Mr. James Strickland- MS, Embry-Riddle Aeronautical University; BS, Embry-Riddle Aeronautical University
Mr. Strickland was a Naval aircrewman and worked in the Powerplant Division before working as a Course Developer for a government contractor and then a Lead and Afternoon Manager at Delta Airlines. Mr. Strickland attended Airbus for Training/Boeing Training and Elite Training each year. He retired in 2009 and now teaches high school and has been teaching at Everglades for six years.
Florida Institute of Technology published articles for Now Foods and the Natural Health Research Institute. Dr. Patella has made presentations at Florida Everglades University. She has the opportunity, to relay my passion for Naturopathy to those students enrolled in the Alternative Medicine program as well as see their enthusiasm and the future of integrative health care.

Business:
Dr. Camilo Gil- PhD Electrical Engineering, University Of Central Florida ; MS Electrical Engineering, University of New Mexico
Dr. Gil specializes in the development of new product research, development of graphical user interfaces environment through product characterization, input identification, code implementation and testing. Currently he is working with developers of existing automation tools to integrate these tools into the design interface environment. Dr. Gil enjoys lecturing in courses of personal computing hardware and software, electrical systems and the national electrical code, energy storage, solar, renewable and alternative energy systems, physics and general chemistry among others. Dr. Gil has been with Everglades University since 2011.

General Education:
Dr. Larry Ladd- PhD in Physics, Harvard University; MA in Physics, Harvard University
Dr. Ladd was a Scientist/Engineer at three different companies. He developed Infrared Sensor Technology at Raytheon for nine years. He developed Solar Cell Manufacturing Processes at Mobil Solar Energy Corp. for nine years and he developed Medical Ultrasound Sensor Technology at Hewlett Packard for 12 years. Dr. Ladd finds doing research is rewarding for his students. He develops teaching materials and teaching strategies that have improved the student learning logical methods for solving certain types of problems. Dr. Ladd has been with Everglades University for 2 years.

Mrs. Lynn Paredes-Manfredi- MA Political Science, University of Central Florida
Mrs. Manfredi is a member of American Political Science Association. She focuses in immigration reform, Fair Districting Amendment, political party member, delegate to the State Convention, campaign volunteer, Co-chair of League of Women Voters of Orange County Immigration advocacy committee, United Nations Association of Greater Orlando, Board Member, and Valencia College Peace and Justice Institute. Mrs. Manfredi has been teaching at Everglades University for more than nine years.

EVERGLADES UNIVERSITY SARASOTA CAMPUS
Allied Health:
Dr. Jessica Patella- Doctor of Naturopathic Medicine, Southwest College of Naturopathic Medicine ; BS Exercise Science, Florida State University
Dr. Patella has studied under some of the most respected homeopathic doctors in the world. Those experiences led to her private practice, starting in 2009, focusing in homeopathy. Dr. Patella has made presentations at Florida State University & Southeast American College of Sports Medicine on the Effects of Lifestyle Activity on Glycosylated Hemoglobin in Middle-aged Lower Socioeconomic Overweight and Obese Women (2005). Dr. Patella has over 100 published articles for Now Foods and the Natural Health Research Institute.

Dr. Arthur Raggio - DC, Life College
He has extensive experience in practicing chiropractic medicine in Florida. He has been an owner and operator of Chiropractic Center and continues to be involved with his many affiliations with associations in the Chiropractic community.

Aviation:
Dr. Gerald Evans- Doctorate in Business, Barrington University; MBA Aviation, Embry-Riddle Aeronautical University
He has more than 25 years of experience and has worked in the aviation industry with the United States Army and the United States Department of Homeland Security. He has worked in Logistics Management as well. His work in aviation required extensive travel throughout the world. He has overseen aviation operations at various airports in Europe and the United States. His responsibilities have ranged from regulation of the airline industry, the security with regards to airline departures, arrivals, manifest for loads (including personnel and equipment), cargo, and aircraft personnel. He conducts training classes with the US Department of Homeland Security with regards to security and requirements for handling, interviewing personnel and identifying risk factors associated with suspected threats to the United States.

Business:
Dr. Moutaz Abou-Robieh- DBA Management Information Systems, Argosy University
Dr. Abou-Robieh has been a faculty member at Everglades University since 2006. He brings 10 years of professional management and business experience to his position in the MBA program. He has taught undergraduate and graduate classes in Management Information Systems, and International Business.

Mr. Jeff Boyer- MBA in Technology Management and Entrepreneurship, Rensselaer Polytechnic Institute, Troy NY; MS Mechanical Engineering, Union College, Schenectady, NY; BS in Chemistry, Rensselaer Polytechnic Institute, Troy NY
Mr. Boyer has published several technical articles on a wide range of topics such as bulk crystal growth, new product development, and fuel cell system design and performance. Mr. Boyer taught chemistry and radiological controls to personnel in the naval nuclear propulsion program for 3 years. He has held several positions in nuclear power plant engineering, addressing corrosion of steam generators, mechanical design and testing of reactor plant components and systems, and design engineering of emergency shutdown systems. Mr. Boyer then spent several years developing ceramic and semiconductor materials for new power plant concepts. Mr. Boyer has received an award for the most useful invention while working on fuel cell stack components. He also holds three patents and a Professional Engineer license.

Mr. Roger Melchior- MPA, University of Baltimore
Mr. Melchior has over 30 years of work experience in Emergency Manager, academic teaching, Fire, Emergency Management and Homeland Security. He has also served over 24 as contractor for FEMA.

Mr. Michael Runci- MBA Finance, Boston University; Master of Engineering in Manufacturing, Boston University
Mr. Runci is a Senior Level Director with 35 years of experience in hardware and software environments. He spent over five years in International work where he focuses on product marketing, new business development, strategic alliances, operations management, and contract negotiations. He has had P & L responsibilities for budgets exceeding $3M and managed a staff of 25 sales, marketing, and IT professionals. He is also a reviewer for National Science Foundation’s Small Business Innovation Research.

Mr. Frank Zaremba- Master of Accounting, Nova Southern University; MBA, Wilmington University
Mr. Zaremba has been an instructor of accounting at Everglades University for over 10 years. His professional financial experience includes Chief Financial Officer, Corporate Controller, Division Controller, Regional Controller,
Cost manager, Senior Financial Analyst, and Plant Controller. He is also a Consultant Partner and Director with the Everest Group International. He has been the recipient of the Evelyn C. Keiser Teaching Excellence Award “Business Faulty of the Year” for 2008.

General Education:
Mr. Victor Malo- Bachelor’s in Resource Economics; MPP in Economic Policy, University of Michigan
After working for Charles Schwab and PricewaterhouseCoopers in Tampa and Orlando, Mr. Malo completed his MBA at the University of Phoenix. After working another several years in financial services, Victor has taught Economics and Finance at Everglades University since 2004.

Dr. Walter Walker- Doctorate in Statistics, Clemson University
Dr. Walker has successfully taught a full range of statistics and mathematics courses geared both for majors and to fulfill specific quantitative requirements of other physical and social science departments. He has a broad background in statistics, mathematics and computer science. He has also contributed to curriculum development by designing and teaching new courses in Optimization Techniques, Data Analysis, Fourier Analysis and Combinatorial Analysis.

PROGRAM ADVISORY COMMITTEE MEMBERS

BOCA RATON CAMPUS AND ONLINE DIVISION:
2001 Nutrition Services, Inc.
- Karen Gucci, President, Owner
AGAPE Healing Arts
- Dr. Keith Cini, Owner
American Health Association
- J. Robert Gordon, Founder and Executive Director
Banyan Air Service
- Brian Plescovich, Line Technician
Don Campion, CEO
Boynton Beach Community Acupuncture
- Dr. Meredith Vorrath, Acupuncturist, Owner
Broward County Aviation Department
- Caron Irving, Human Resources
Builders Plus, Inc.
- Denise Santiago, Vice President of Business Development
City of Pompano Beach
- Christopher Schlageter, Construction Manager/Inspector
Anthony Alhashemi, Engineering Projects Manager I
Demo Estate Sales Specialists
- Ben Nahabedian, Sales Specialist
Environments, Inc.
- Robert Slater, Superintendent

Genco USA Corp.
- Bill Monroy, LEED AP-Certified General Contractor
HITT Contracting - South Florida
- Brian Denisar, Sr. Vice President
Infantino Search and Consulting
- Jim Infantino, Vice President
J.F. Smith Design & Build, Inc.
- Frank Smith, President
Kosher Caregivers
- Annie Benayoun, President and Founder
Kosher Caregivers
- Bill Salmonsohn, Vice President
Landmark Business Services
- Stacey Miller, Business Manager
Laura Norman Reflexology and Wellness Center
- Laura Norman, Reflexologist, Owner
Palm Beach Acupuncture
- Dr. Cameron Bishop, Acupuncturist, Owner
Pavon Realty Group
- Sandra Alvarez, Sales Associate
PBC Medical Society
- John James, Jr., Director of Disaster Services
Smart for Life Weight Management Centers
- Dr. Sasson Moulavi, Medical Director
SuMa Partners, Ltd.
- Marc Goldberg, President & Consulting Principal

Faculty Biographies
Tanya Hlinka, DC
Dr. Tanya Hlinka, Chiropractic Physician

The Annie Appleseed Project
Ann Fonfa, Founder, Owner

The Conde Center
Dr. Haley Girad, Board Cert. Chiropractic Neurologist

Traverton, Inc.
Nicole Traverton, Director, Business Development

Tri-County Building Specialties, Inc.
Cynthia Braun, President, Owner

Women’s Wellness & Empowerment
Susan Proctor, Owner

YMCA of South Palm Beach County
Constance Lawrence, Human Resources Director

ORLANDO CAMPUS:

ABM Building Services
Jane Patton, Account Executive

Aerosim
Hank Coats, President and General Manager
Mike Cimmino, Director of Admissions

Nelson Perez, Associate Director of Admissions

Stephanie Wolff, Human Resource Coordinator
Shari Riddell, Marketing Manager

America’s Energy Doctor
Dr. Jason Littleton, Physician

Atlantic Aviation
Brendan Gillen, Operations Manager

Austin Commercial, L.P.
Rob Allen, Senior Estimator
Scott Coleman, Estimator

Central Florida AHEC
Sharon Johnston, Associate Director
Blake Warren, Executive Director

Dave Schmitt Engineering
Bernadette Cipriani-Major, Senior Administrator

Daytona Aviation Academy
Ken Ali, President and Founder

Daytona International Wellness Center
Loretta Arthur, Owner

Federal Aviation Administration
Eric Norber, Flight Examiner

Florida Dept. of Health - Lake County
Megan Milanesi, Volunteer Coordinator for Lake County Health Dept.

Functional Neurology Center
Dr. Colin Bartoe, Chiropractor

Goodwill Industries of Central FL
Fernando Lopez, Manager

HBI
Jamacan Penny-Vassey, Program Manager

Heart 2 Heart Birth Center
Michelle Graf-Dixon, Licensed Midwife, Owner

Maximized Living
Claudine Vazquez, HR Manager

Medical Office Resources of Florida, LLP
Dan O’Connell, Ambassador/Chairman

Metro West Internal Medicine
Dr. Marissa Maggino, Physician

National Airlines
Lizzi Lugo, HR Generalist/Recruiting

New York Life Insurance Company
Jorge C. Jorge, Agent

Newco Construction of America
Bill Brown, President

Orlando Sanford International Airport
George Speake, Executive VP/COO Airport Security

Pilot (Titusville, FL)
Juan Rodriguez, Pilot

Retired - Mechanical Consulting
Stan Brown, Retired Consultant

Island Hospitality Management
Christina Sookram, Area Director of Sales

Signature Flight Support
Brianna Smith, Recruiter

Soulistic Life Coach
Joe Drogo, Life Coach

Southeastern Food Bank
Jacqueline Jones, Community Relations Associate

The Center of Wellness
Monica Bradnan, Acupuncture Physician

The Corbin Group
Nancy Clutts, Administrator

Total Health Guidance
Tony Ambush, Certified Health Coach

True Health
Tasha Casacio, Marketing Manager

US Health Advisors
Carmelo Belardo III, Licensed Advisor/Agent

Vikasa Expo
Dr. Andrew Walsh, Owner

Felicia Walsh, Owner

World Preview Center
Dr. Ron Wood, President

Sheraton Orlando North Hotel
Dimitrios Bessis, Director of Front Office

SARASOTA AND TAMPA CAMPUSES:

Dr. Frantz Aubry
Dr. Frantz Aubry, Medical Doctor

Baycare
Theresa Broughton, Healogics Wound Care Consultant

Bilmore Construction
Roy Nystrom, Business Development

CAM Institute for Functional & Integrative Medicine
Dr. Doug Werner, CEO

Center for Acupuncture & Oriental Medicine
Dr. Shane Liang, Owner

Charlotte County Airport Authority
Dan Mazzi, Operations Manager

Ever Vibrant You
Bernadette Gregory, CEO

Florida Polytechnic University
Narine Sarkisian, Statistics Professor

Florida Power & Light
Rae Dowling, Area Manager

Forristall Enterprises
Mary Forristall, President

Greenroosts Nutrition
Kamlesh Darji, President

GrowthCorp Alliance
Del Atchison, Marketing Director

H. Lee Moffitt Cancer Center
Donn Davies, Pharmacy Operations Supervisor

Angelika Vakonas, Pharmacy Intern

Heaven and Earth Aromatherapy Institute
Pam Dore, Consultant

Hillsborough County Office of Emergency Management
Michael Ryan, Director

Hillsborough County Schools
Sylvia Keilty, Educator

Inspyrood
Devesh Nirmul, Sustainability Principal

Jon F. Swift Construction
Ross Russo, Vice President

Lee County Port Authority
Angela Schaefer, Terminal Manager, Airport Operations and Safety

Manatee County
Don Hermary, Chief of Emergency Management

Diana Linville, Energy and Sustainability Manager

Marketing Orbit, Inc.
Ilene Atchison, President

Mr. Sparky Electric
Erie Greenhalgh, Director of Human Resources

Morales Acupuncture & Holistic
Dr. Ricardo Morales, Owner

New York Life Insurance

Gian Brackin, Corporate Vice President

Nutrimost Sarasota
Dr. Sean Stringer, Owner

NYC Department of Environmental Protection
Maged Beshara, Stationary Engineer/Plant Mgr

R. E. Crawford Construction
Matthew Padgett, Chief Operating Officer
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Years Day</td>
<td>01/01/18</td>
</tr>
<tr>
<td>Winter Semester</td>
<td>01/08/18-04/29/18</td>
</tr>
<tr>
<td>Martin Luther King Jr. Day</td>
<td>01/15/18</td>
</tr>
<tr>
<td>President’s Day</td>
<td>02/19/18</td>
</tr>
<tr>
<td>Return to Class</td>
<td>02/20/18</td>
</tr>
<tr>
<td>Term A Classes Begin**</td>
<td>03/05/18-04/04/18</td>
</tr>
<tr>
<td>Term B Classes Begin</td>
<td>03/15/18</td>
</tr>
<tr>
<td>Labor Day</td>
<td>02/04/19</td>
</tr>
<tr>
<td>Term A Classes Begin**</td>
<td>05/06/19-06/02/19</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>02/04/19</td>
</tr>
<tr>
<td>Eater Break</td>
<td>02/19/18</td>
</tr>
<tr>
<td>Term B Classes Begin</td>
<td>03/05/18-04/04/18</td>
</tr>
<tr>
<td>Spring Break</td>
<td>04/03/18</td>
</tr>
<tr>
<td>Return to Class</td>
<td>04/30/18-05/06/18</td>
</tr>
<tr>
<td>Summer Semester</td>
<td>05/07/18-08/26/18</td>
</tr>
<tr>
<td>Term A Classes Begin**</td>
<td>05/07/18-06/03/18</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>05/28/18</td>
</tr>
<tr>
<td>Return to Class</td>
<td>05/29/18</td>
</tr>
<tr>
<td>Spring Break</td>
<td>06/04/18-07/01/18</td>
</tr>
<tr>
<td>Term B Classes Begin</td>
<td>07/02/18-07/29/18</td>
</tr>
<tr>
<td>Term C Classes Begin**</td>
<td>07/04/18</td>
</tr>
<tr>
<td>Independence Day</td>
<td>07/05/18</td>
</tr>
<tr>
<td>Term B Classes Begin</td>
<td>07/30/18-08/26/18</td>
</tr>
<tr>
<td>Summer Break</td>
<td>NONE</td>
</tr>
</tbody>
</table>

*Please note holidays will not affect access to online courses. Online students have 24 hour access to their courses during the term.

** Graduate student start dates

** Academic Calendars**
TERM CALENDAR 2020*

01/01/20  New Years Day
01/13/20-05/03/20 Winter Semester
01/13/20-02/09/20 Term A Classes Begin**
01/20/20  Martin Luther King Jr. Day
01/21/20  Return to Class
02/10/20-03/08/20 Term B Classes Begin
02/17/20  President’s Day
02/18/20  Return to Class
03/09/20-04/05/20 Term C Classes Begin**
04/06/20-05/03/20 Term D Classes Begin
04/10/20-04/12/20 Easter Break
04/13/20  Return to Class
05/11/20-08/30/20 Summer Semester
05/11/20-06/07/20 Term A Classes Begin**
05/25/20  Memorial Day
05/26/20  Return to Class
06/08/20-07/05/20 Term B Classes Begin
07/03/20  Independence Day Observed
07/06/20  Return to Class
07/06/20-08/02/20 Term C Classes Begin**
08/03/20-08/30/20 Term D Classes Begin
Summer Break  NONE
08/31/20-12/20/20 Fall Semester
08/31/20-09/27/20 Term A Classes Begin**
09/07/20  Labor Day
09/08/20  Return to Class
09/28/20-10/25/20 Term B Classes Begin
10/26/20-11/22/20 Term C Classes Begin**
11/23/20-12/20/20 Term D Classes Begin
11/26/20-11/29/20 Thanksgiving Break
11/30/20  Return to Class
12/21/20-01/10/21 Holiday Break

*Please note holidays will not affect access to online courses. Online students have 24 hour access to their courses during the term.

** Graduate student start dates

EMPLOYERS OF OUR GRADUATES

- Adecco
- Aerospace Dynamics
- Alamo Helicopter Tours
- American Airlines
- American Eagle Airlines
- Appalachian School of Holistic Herbalism
- Bed Bath and Beyond
- Banyan Air Service
- Biltmore Spa
- Boca Raton Community College
- Boca Raton Resort and Club
- Boeing
- Bombadier Aerospace Services
- Boulder School for Homeopathy
- Broward County Aviation Department
- Budget Rental Car
- City of Atlanta
- City of Fort Lauderdale
- City of Philadelphia
- Continental Airlines
- Crest Oil and Gas
- Cummins Power
- Delray Medical Center
- Delta Airlines
- Department of Defense
- Department of Homeland Security
- Des Moines International Airport
- District of Columbia Air National Guard
- Doral Golf Resort and Spa
- Emeritus - La Casa Grande

- Empire Aerospace
- Express Jet Airlines
- FAA / US Government
- Farmingdale State Department of Aviation
- FBI - Washington DC
- Federal Aviation Administration
- Federal Government USCG Civil Service
- FedEx Corporation
- FedEx Express Security
- Florida Chiropractic and Sports Rehab
- Florida College of Integrative Medicine
- Florida College of Natural Health
- Ford County Health Department
- Frontier Airlines
- General Electric
- Global Air Ferry
- Gulfstream Aerospace Corporation
- Healthways Inc.
- Hess Oil Company
- Honeywell Aerospace
- Honeywell International
- Hospice of Florida
- Hyatt Lost Pines Resort
- Jackson Memorial Hospital
- Jetblue Airways
- Kaiser Permanente
- Kissimmee Gateway Airport
- LA Fitness
- Lakeland Regional Medical Center
- Life Extension
- Life University
- Lockheed Martin Aircraft and Logistics Center
- Luftansa Cargo
- Luftansa German Airlines
- Lymphedema Treatment Services
- MA Air National Guard
- Mandarin Oriental Hotel
- Marriott Hotels
- MartinAir
- Massage Envy
- Mayfield Police Department
- McGuire AFB
- Miami Air International Inc.
- Mt. Sinai Medical Center
- National Oceanic and Atmospheric Administration
- National College of Natural Medicine
- Natural Essential Oil Based Indulgences
- Nature's Botanical Pharmacy
- Naturopathica Holistic Health
- New Castle County Police
- New England School of Acupuncture
- Northwest Airlines
- Orlando Health
- Oviedo Eye Care
- Parsons
- Pharm Tech
- Planet Fitness
- Planned Parenthood
- Polo Club of Boca Raton
- Pratt & Whitney
- Ritz Carlton
- Sky Security
- The Golf Channel
- United Airlines
- United Parcel Service
- United States Air Force
- United States Army Reserve
- United States Capitol Police
- United States Marines
- United States Steel
- US Coast Guard
- US Navy
- United Technologies Aerospace System
- University Behavioral Center Orlando
- University Medical Center
- US Customs and Border Patrol
- Westgate Resort and Spa
- Whole Foods Market
- Wynham Worldwide
- 1800-Flowers
- 84 Lumber
EVERGLADES UNIVERSITY AWARDS AND RECOGNITIONS

2019
Everglades University Ranked #52 in Regional Colleges South by 2019 U.S. News and World Report Best Colleges

2018
Everglades University has been Ranked as a 2018 Top Baccalaureate College by The Washington Monthly

Everglades University Ranked #391 in Regional Colleges South; Ranked #13 in Best Colleges for Veterans; and Ranked #11 in Best Ethnic Diversity by 2018 U.S. News and World Report Best Colleges

Everglades University President Kristi Mollis Ranked #2 by the Commonwealth Institute 2018 Top 10 Women-Led Not for Profit Organizations in Florida

Everglades University Ranked as a 2018 Top 100 Online School by thebestschools.org

2017
Everglades University Ranked among 100 Best Online Colleges for 2017-2018; Best Online Colleges in Florida; and 20 Best Online Bachelor in Business Management Degree Programs by Thebestschools.org

Everglades University Ranked #12 in the State of Florida, #59 in the Southeast Region and in the Top 300 in the Nation by the Women's Choice Award in 2017-2018

Everglades University President Kristi Mollis Ranked #2 by The Commonwealth Institute 2017 Top 10 Women-Led Not for Profit Organizations in Florida

Everglades University Ranked #9 in the 2017 Top 10 Most Affordable Online MBA Entrepreneurship Programs by Edsmart

2016
Everglades University Ranked #39 by The Best Online Colleges for 2016-2017

Everglades University President Kristi Mollis Ranked #3 by The Commonwealth Institute 2016 Top 10 Women-Led Not for Profit Organizations in Florida

Everglades University is the Recipient of the 2016 Green Arrow Award by CEO941

Recipient of the 2016 Outstanding Green Community Leader Award by the U.S. Green Building Council, Florida Gulf Coast Chapter

Everglades University Partnership with Pearson and USGBC to Develop Sustainability Course since 2016

Everglades University Recognized as a Top Military School for 2016 in MAE Guide to Colleges and Universities

Everglades University Ranked #15 in South Florida for Colleges and Universities by the South Florida Business Journal for 2016

Everglades University Ranked #11 in South Florida for MBA Programs by the South Florida Business Journal for 2016

Everglades University Ranked #9 in the Best Master's Degrees by BestMastersDerees.com

2015
Everglades University Ranked #4 in the Top 5 Affordable Online Aeronautics Degrees (Bachelors) Programs by BestValueSchools.com

Everglades University Ranked #40 in the US for the 50 Best Value Schools for Construction Management by BestValueSchools.com

Everglades University Ranked in the 10 Most Affordable Online Aeronautics Degrees (Bachelors) 2016 by College Choice

Everglades University Ranked #23 in the Top 25 Most Affordable Online Colleges for Environmental Science Degrees by OnlineU.org

2014
Everglades University Ranked in the Top 10 Most Affordable Online Aeronautics Degrees (Bachelors) 2016 by College Choice

Everglades University Ranked #70 by the U.S. News & World Report 2015 Regional Colleges in the South

Everglades University President Kristi Mollis Ranked #4 by The Commonwealth Institute 2015 Top 10 Women-Led Not for Profit Organizations in Florida

Everglades University has been Recognized as a Top Military School for 2015 in MAE Guide to Colleges and Universities

Everglades University Ranked #36 Best College for Veterans by U.S. News and World Report in 2015

Everglades University Ranked #16 for 2015 Best Online Colleges by JungleDegree.com

Everglades University Ranked #3 in Florida and #95 in the USA for LGBT Friendly Schools by LGBT Colleges

Everglades University Ranked #9 Most Affordable Online MBA Entrepreneurship Program by US News and World Report in 2015

2013
Everglades University Ranked in the Top 10 Most Affordable Online Aeronautics Degrees (Bachelors) 2016 by College Choice

Everglades University Ranked #9 Most Affordable Online MBA Entrepreneurship Program by US News and World Report in 2015

2012
Everglades University Ranked among the Top 15% of Military-friendly Universities, Colleges and Trade Schools by G.I. Jobs in 2012-2013

Everglades University Recognized by TheBestSchools.org as One of the 25 Best Online Colleges in 2012

Everglades University Rated as One of “America’s Best Online Colleges” in 2011 and 2012 by Degreejungle.com

Everglades University President Kristi Mollis Receives the 2012 Business Leader of the Year Award for the Education Division

Ranked #52 Among Regional Colleges (South) in 2012 by the U.S. News and World Report

Ranked #23 in The 25 Best Online Colleges 2012 by the US News and World Report
2010
Everglades University's Librarian Receives the 2010 Ask a Librarian Award out of 1,000 nominees

2009
Cathy Colford, Everglades University's Faculty Member, Receives the 2009 Career College Association's Award for the Most Innovative Best Practices/New Program

2008
Everglades University Ranked #11 on the 2008 Largest Education Institutions by Biz941

Everglades University Ranked #20 on the 2008 Top Colleges and Universities by the South Florida Business Journal

Everglades University Ranked #10 on the 2008 Top MBA Programs by the South Florida Business Journal