



ACADEMIC CATALOG 2012

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American Sentinel University: *Positioning You for Success!*

At American Sentinel University we determine our success by how well we put you, the student, in the best possible position to succeed! And, when we “do the math,” the numbers show that together, the University and our students are succeeding: our student satisfaction scores consistently exceed 95 percent; the most frequent comment we hear from students is about our individual attention and professional services; despite the fact that most of our students are employed full-time, nearly 85 percent of them are routinely taking courses; our graduation rates in some programs are at or near 100 percent; and, our graduates often report career advancement in their chosen fields.

Our students reached these heights because American Sentinel is dedicated to supporting student efforts to enhance their professional and civic lives by delivering academic excellence with innovative programs, world class faculty and quality student success services – such as extensive academic and professional digital libraries and databases with 24/7 “live” librarian support.

Over the years, American Sentinel University has introduced some exciting new degree programs in technology, healthcare, nursing and business. Several such programs were the first of their kind available online – and we remain today one of the few institutions to offer them. The University is committed to providing students with an up-to-date professional curriculum taught by an excellent faculty who are leaders in their field. The majority of our faculty have doctoral degrees and most are also working professionals who bring practical, best-in-class experience to the classroom.

We believe students choose American Sentinel because they want an excellent education from an institution that cares about their success. From the beginning when we developed our unique approach to online learning, what we call “ACER: Access, Community, Experimentation & Reflection, we put student success at the forefront. As an integral part of the ACER approach, American Sentinel programs offer students a rich array of learning methods and approaches, but always with an opportunity to acquire in demand professional competencies through the development of real-world work products, as found for example, in our Capstone courses at the end of each degree program. Beginning this year every student has the opportunity to demonstrate their accomplishments with their own academic/professional electronic “portfolio.” These are just a few of the special things that I believe make American Sentinel University your best choice to get *positioned for success!*

American Sentinel University offers students a number of ways to finance their education including Federal Financial Aid; military and corporate tuition reimbursement programs and school supported options that allow you to make monthly payments.

Our faculty and staff welcome you to American Sentinel University’s community of scholars. You’ve made a great choice and you will find that we are very willing partners in your academic, professional and civic successes!

Mary Adams
President
American Sentinel University

About Us: American Sentinel University

Fast Facts

- Founded: February 2006
- History: American Sentinel University was founded when three nationally accredited institutions merged: the American Graduate School of Management (Denver, Colo.), Sentinel University (Denver, Colo.) and the American College of Computer and Information Sciences (Birmingham, Ala.).
- Awards: G.I. Jobs Military Friendly School (2011, 2010, 2009), Military Advanced Education Top Military-Friendly University (2010-11, 2009-10, 2008-09)
- CEO: Dr. Richard Oliver
- President: Mary Adams
- Accreditation: Distance Education and Training Council (DETC); Commission of Collegiate Nursing Education (CCNE) (Bachelor of Science Nursing and Master of Science Nursing programs)
- Programs: More than 20 online bachelor and master degree programs with no residency requirements
- Student enrollment (as of December 31 2011): 2,000+ students
- Alumni (as of December 31, 2011): approximately 1,600 worldwide
- Faculty: 150+ full-time and adjunct faculty members (more than 80 percent hold Ph.D.s)
- Staff: 60+ academic administrators and staff
- Headquarters: Aurora, Colorado
- Student satisfaction: 94-97 percent based on Student Satisfaction Survey 4Q 2011

Mission

American Sentinel University's mission is to provide high-quality, innovative degree and certificate programs that enable students to enhance their professional and civic lives.

Vision

To be recognized as a world leader...

... for providing accessible, quality, advanced education for the motivated learner/professional who seeks success in their chosen fields and communities ...

... for our innovative use of technology that creates new standards in outcomes and achievement of academic excellence...

... for our understanding of and meeting the changing needs of our students, communities and other constituents...

... for creating excellence in student and constituent services.

Values

American Sentinel University's Institutional Objectives are reflected in its values:

Continued Improvements in Quality Outcomes

- Place value creation for the learner at the center of all that we do.
- Embrace the changes necessary to continually improve standards and processes so that they inspire “best in class” educational content and learning assessments.

Community of Scholars

- Keep our students, faculty, staff, communities and other constituents engaged in a free exchange of ideas by creating an environment of trust and mutual respect.
- Identify the educational needs of our students and work diligently to meet or exceed them.

Connected and Inclusive

- Act with integrity, behave ethically and transparently.
- Value and embrace diversity.
- Maintain a workplace that is characterized by safety, openness, creativity, challenge and innovation.

Board of Trust

Dr. Kenneth McLennan - Chair

Dr. Kenneth McLennan has extensive experience in academic, government and nonprofit organizations, and was the president and CEO of Manufacturers Alliance from 1987 to 1999. Currently, Dr. McLennan is an adjunct professor at the College of William and Mary (in the Thomas Jefferson Public Policy Program) and for the joint Eastern Virginia Medical School-Old Dominion University Master of Public Health program.

Dr. McLennan holds a Ph.D. from the University of Wisconsin-Madison, an MBA from the University of Toronto, and a Bachelor of Science from the London School of Economics.

Dr. Robert Anders

Dr. Robert Anders is the vice president of nursing at Education Affiliates. He is an expert in nursing education with a particular focus on creating excellence in programs with significant minority populations. He has been a faculty member and administrator in associate degree, bachelor's, master's and doctoral programs at several universities, including the University of Texas at El Paso, the University of Hawaii, the University of Western Australia and Chaing Mai University. Dr. Anders was funded by the National Institute of Health to research minority health disparities and received funding from the U.S. Department of Health and Human Services to improve nursing education. He was elected to the American Academy of Nursing in 2007.

Dr. Anders holds a Ph.D. in public health with an emphasis in health care administration and planning and a Master of Science Nursing from the University of Hawaii. He holds a Bachelor of Science Nursing from Union College.

Duncan Anderson

Duncan Anderson is the president and CEO of Education Affiliates, a company he founded with JLL Partners. Mr. Anderson has more than 30 years of experience leading companies in various industries. He has a proven record of accomplishment in managing global business build-outs, forging strategic alliances and driving operating synergies through acquisitions and organic growth. Prior to founding Education Affiliates, Mr. Anderson was the president and CEO of Global Knowledge Network.

Mr. Anderson holds an MBA from Northeastern University and a Bachelor of Science in economics from the University of North Carolina.

Dr. Marcia Bankirer

Dr. Marcia Bankirer is the president of the Denver School of Nursing. Previously, she served as president of Argosy University, Denver campus. Prior to opening the Denver campus for Argosy in May 2006, Dr. Bankirer was the president of Argosy's campus in Chicago. Dr. Bankirer has served as the vice provost for Central Michigan University and as academic vice president for Jones International University. She has held several key positions at Colorado State University, including associate provost. Dr. Bankirer has been an active member of the Higher Learning Commission of the North Central Association, and was a member of the Academic Review Council and a consultant evaluator.

Dr. Bankirer holds a Doctor of Philosophy in adult and higher education from the University of Wyoming and a Master of Education and Bachelor of Science in biological science from Colorado State University.

Natasha Blackshear

Natasha Blackshear is an attorney with Gonzalez Saggio & Harlan LLP. Previously, she was the founding member of Blackshear Capital & Legal, PLLC. Ms. Blackshear has more than 10 years of experience analyzing and valuing businesses, including five years as a venture capitalist. She is a licensed attorney in good standing in the states of Tennessee, New York and Massachusetts. Ms. Blackshear is the secretary and a commissioner of the Tennessee Commission on Children and Youth, positions to which she was appointed in 2003 by former Tennessee Governor Phil Bredesen.

Ms. Blackshear holds a J.D. from Harvard Law School and an MBA and Bachelor of Science in applied economics and management from Cornell University.

Dr. John Bourne

John Bourne is a professor emeritus of electrical, computer and biomedical engineering at the Franklin W. Olin College of Engineering, Babson College and Vanderbilt University, where he was a faculty member from 1969 to 2000. Currently, he is executive director and ex-officio member of the Board of Directors of Sloan-C, a consortium of individuals, institutions and organizations committed to quality in online education. He was one of the founding faculty members of Olin College and is a past director of the Sloan Center for Online Education. Dr. Bourne founded the Journal of Asynchronous Learning Networks in 1996 and remains an editor. He also served as editor-in-chief of Critical Reviews in Biomedical Engineering for 30 years and established the Asynchronous Learning Network Web in 1996 with support from the Alfred P. Sloan-C Foundation. Dr. Bourne is a fellow of the IEEE and a fellow of the American Institute of Medical and Biological Engineering. He is the author of numerous articles and books.

Dr. Bourne holds a Ph.D. and a Master of Science from the University of Florida and a Bachelor of Engineering from Vanderbilt University.

Robert Neumeister, Jr.

Robert Neumeister is the former executive vice president and CFO of Linux Networks. In 2008, he was interim president and CEO of Geeknet, of which he has served on the Board of Directors since 2001. Previously, Mr. Neumeister was the executive vice president and CFO of Dex Media, and the CFO of Prolexis Pharmaceuticals and Aerie Networks. Mr. Neumeister serves on the boards of Symmetricom and Covad Communications Group.

Mr. Neumeister holds an MBA from the Darden School of Business at the University of Virginia, and a Bachelor of Arts in economics and English from Vanderbilt University.

Administration

Dr. Richard Oliver - CEO, Chief Academic Officer

Dr. Richard Oliver is the CEO and chief academic officer of American Sentinel University. Previously, he was a professor at the Owen Graduate School of Management at Vanderbilt University. While there, Dr. Oliver received the Outstanding Professor Award and a Dean's Teaching Award. For several years, he served as a visiting professor of management at the Johnson Graduate School of Management at Cornell University. Prior to his academic career, Dr. Oliver had a 20-year career at Nortel Networks, where he was vice president of marketing, and also worked for DuPont Co. Dr. Oliver is the author of seven books and more than 50 book chapters and journal articles about management, technology and education, and has lectured around the world on these topics. He served on the editorial boards of the Journal of Services Marketing and the Journal of Strategic Management Education. Dr. Oliver has served on seven corporate boards and was chairman of the Board of Directors of Symmetricom, a high-tech telecom company, from 1997 to 2004.

Dr. Oliver holds a Ph.D. in informatics from the State University of New York, a Master of Arts in communications from the University of Delaware and a Bachelor of Science in economics from Cornell University.

Mary Adams - President

Mary Adams is the president of American Sentinel University. She has more than 20 years of experience in distance education, including serving as president of Aspen University from 1992 to 2004. Ms. Adams is a commissioner of the Distance Education and Training Council (DETC), and a past chair of the Research and Education Standards Committee. She has chaired more than 30 DETC accreditation visits and received the DETC's Distinguished Service Award and Distinguished Recognition Award. Ms. Adams serves on the board of Provost Academy Colorado and is vice chair of the Accrediting Commission of the DETC.

Ms. Adams holds an MBA from ISIM University and a Bachelor of Arts in history from California State University, Fullerton.

Dr. Devon Cancilla - Dean, Business and Information Technology

Dr. Devon Cancilla is the dean, business information technology, at American Sentinel University. Previously, he served as executive director and campus dean at New York Institute of Technology. He has held faculty appointments and senior education administration positions at Western Washington University, among other institutions. Dr. Cancilla has received numerous scholarly honors, including an award from Sloan Consortium for Most Outstanding Effective Practices in Online Education. He is the author or co-author of more than 60 scholarly and professional research papers, books and academic reports, and his work has appeared in journals such as Environmental Science and Technology, The American Journal of Pharmaceutical Education and The Journal of Asynchronous Learning Networks. Dr. Cancilla has presented research papers and developed workshops on a variety of topics for such organizations as the National Science Foundation. He has been awarded research grants from organizations such as the National Science Foundation and the Hewlett-Packard Fund for Innovation in Education.

Dr. Cancilla holds a Ph.D. from the University of California, Los Angeles, in environmental health sciences and master's and bachelor's degrees from the University of Iowa.

Dr. Catherine Garner - Dean, Health Sciences and Nursing

Dr. Catherine Garner is the dean of health sciences and nursing at American Sentinel University. Previously, she held senior leadership positions with the University of Phoenix, the International University of Nursing in St. Kitts and HealthStream. Dr. Garner is a graduate of the Robert Wood Johnson Executive Nurse Fellowship Program and is an American Academy of Nursing fellow. She served as a consultant to international health organizations—advising the Ministry of Health in Honduras on the development of an obstetrics and gynecology nurse practitioner program and seven nursing schools in China on how to train their nurses to care for Western patients. She also served as a consultant on other projects in Germany and Canada.

Dr. Garner holds a Doctor of Public Health in health policy and administration from the University of North Carolina at Chapel Hill, a Master of Public Administration from the University of Tennessee, and Master of Science Nursing and Bachelor of Science Nursing degrees from Vanderbilt University. She is an honorary dean at Nanjing University.

Dr. Joy Green-Hadden - Assistant Dean, Nursing

Joy Green-Hadden is the assistant dean of nursing at American Sentinel University. She has more than 20 years of nursing experience, specializing in endocrinology. She has a background in emergency medicine, critical care, psychiatric care, urgent care, pediatrics, geriatrics and nursing administration. As a certified researcher with the Institute of Health, Dr. Green-Hadden's most recent research focused on the empowerment of nurses in Tennessee. Dr. Green-Hadden has also presented research studies at the International Research Congress, ISQUA Conference and the DNP Convention. Dr. Green-Hadden has taught nursing at Middle Tennessee State University at the undergraduate and graduate levels.

Dr. Green-Hadden holds a Doctorate of Nursing Practice and a Master of Science Nursing from Case Western Reserve University, a Bachelor of Science Nursing from Belmont University and an Associate of Science Nursing from Aquinas College.

Jeff Caplan - Senior Vice President, Enrollment & Retention

Jeff Caplan is the senior vice president of enrollment and retention at American Sentinel University. He has an extensive background in health care and strategic business development. Previously, Mr. Caplan was the executive vice president for a specialty health care media company and the vice president of marketing and product management for a health care electronic exchange between hospitals and suppliers. Mr. Caplan spent his early career at DuPont, where he led a variety of business functions. Mr. Caplan holds an MBA from Vanderbilt University and a Bachelor of Science in engineering from Rutgers University.

Mark Cobb - Director, Student Success and Retention

Mark Cobb is the director of student success and retention at American Sentinel University. He has worked in the education industry for more than a decade and has led admissions and support departments for a number of online universities. Mr. Cobb has helped grow small and large institutions and has served as a consultant for career-focused and traditional educational institutions. Mr. Cobb holds a Bachelor of Science in management from James Madison University.

Natalie Nixon - Vice President, Admissions

Natalie Nixon is the vice president of admissions at American Sentinel University. She has more than 20 years of experience in distance education and has held positions as director of admissions, international program director and admissions advisor. Ms. Nixon holds a Bachelor of Business Administration from Roanoke College.

Paul Capicik - Vice President, Military Programs

Lieutenant Colonel Paul Capicik is the vice president of military programs at American Sentinel University. He is a 26-year veteran of the U.S. Air Force, where he was a command pilot and held several strategic and operational positions. Following his retirement from the Air Force in 1993, Mr. Capicik spent 12 years with the Civil Air Patrol, a 60,000-member organization, serving as director of several departments and chief information officer.

Mr. Capicik holds a Master of Arts in computer resource management from Webster University and a Bachelor of Science in mathematics from the U.S. Air Force Academy.

Steve Mahoney - Vice President, Education and Information Technology

Steve Mahoney is the vice president, education and IT at American Sentinel University. Previously, he was associate vice president, marketing systems for Education Management Corporation, overseeing content management system, customer relationship management and marketing automation solutions. Mr. Mahoney also was chief technology officer of Computer Enterprises, Inc. and served in various other leadership and management positions. Mr. Mahoney has been an adjunct instructor at the University of Pittsburgh.

Mr. Mahoney holds a bachelor's in applied mathematics from Carnegie Mellon University and is pursuing an MBA at University of Maryland. He holds his Project Management Professional credential.

Accreditation

American Sentinel University is accredited by the Distance Education and Training Council. The Accrediting Commission of the Distance Education and Training Council is listed by the U.S. Department of Education as a nationally recognized accrediting agency and is a recognized member of the Council for Higher Education Accreditation.

American Sentinel's bachelor and master's nursing programs are accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791. Recognized by the U.S. Secretary of Education as a specialized professional accreditation agency, CCNE is an autonomous branch of the American Association of Colleges of Nursing (AACN), the only accrediting body devoted exclusively to evaluating baccalaureate and graduate nursing degree programs. American Sentinel is also a Candidate for Accreditation by the National League for Nursing Accreditation Commission (NLNAC).

The Colorado Commission on Higher Education has authorized American Sentinel University to operate as a degree granting institution under the Degree Authorization Act. The Colorado Commission on Higher Education is the state policy and coordinating board for Colorado's higher education system. American Sentinel University is also licensed by the Alabama Department of Postsecondary Education. American Sentinel University is registered as a Private Institution with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 136A.71.

Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Consumer Information

This catalog is published in order to inform students and others of American Sentinel University's academic programs, policies, calendar, tuition, fees, administration, and faculty. The information provided is current and accurate as of the date of publication. American Sentinel University cannot assure that changes will not occur which will affect this information. This catalog is published for informational purposes only and is not intended as a contractual agreement between American Sentinel University and any individuals.

American Sentinel University reserves the right to make changes within the term of this catalog, which may affect any of the information published, and to make such changes, if necessary, without prior notice to individual students. As such changes may occur, these will be published in a catalog addendum, which is intended as, and is to be regarded as, an integral part of this catalog.

American Sentinel University expects its students to read and understand the information published in this document and in any subsequent addenda identified as belonging to this catalog. Failure to read and understand this catalog will not excuse any student from the application of any requirement or regulation published herein. Furthermore, it is the responsibility of each student to remain apprised of current graduation requirements of his/her program.

American Sentinel University affirms a policy of equal employment opportunity, equal educational opportunity, and nondiscrimination in the provision of educational services to the public. American Sentinel University makes all decisions regarding recruitment, hiring, promotion, and all other terms and conditions of employment without discrimination on grounds of race, color, creed or religion, sex or sexual orientation, national origin, age, physical or mental disadvantage, or other factors, which cannot be lawfully the basis for an employment decision. American Sentinel University affirms its policy of administering all educational programs and related supporting services and benefits in a manner, which does not discriminate because of a student's race, color, creed or religion, sex or sexual orientation, national origin, age, physical handicap, or any other characteristic.

ADMISSION POLICIES & REQUIREMENTS

In accordance with Title IV of the Civil Rights Act of 1964, Title IX of Educational Amendments of 1972, Section 5 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, American Sentinel University admits all qualified applicants regardless of age, sexual preference, gender, marital status, religion, national origin, creed, disability or ethnic origin. The university recruits and admits those students/learners who have the potential to successfully complete the educational programs. The prospective student's motivation and interest in succeeding in his/her chosen business field are important factors for admission consideration as well as the student's academic background and qualifications.

Associate of Science Program Requirements

To be considered for admission to the American Sentinel University associate degree program, the following must be submitted:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments.
- Official high school transcripts or General Education Development (GED) certification.
 - To enroll in an associate's program at American Sentinel, you must be a high school graduate or hold the GED credential. Official high school transcripts or GED certification must be sent directly to American Sentinel University by the granting institution(s). You must have received a minimum GPA of 2.0 in your high school studies.
- Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - To receive credits for courses or degrees from institutions outside the U.S. or Canada, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel University. Depending on the program, if you have earned a foreign degree you will need to request either a general or expanded report from the evaluator.

Disclosure Information on Gainful Employment

- Associate of Science Geographic Information Systems
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=1>

Bachelor of Science Program (Non-Nursing) Requirements

To be considered for admission to any of the American Sentinel University bachelor's degree programs, the following must be submitted:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments.
- Official transcripts from each secondary and post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - To enroll in a bachelor's program at American Sentinel, you must be a high school graduate or hold the General Education Development (GED) credential. You must have received a minimum GPA of 2.0 in your high school studies.
 - To receive credits for courses or degrees from institutions outside the U.S. or Canada, you must have your academic transcript evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel University. Depending on the program, if you have a foreign degree you will need to request either a general or expanded report from the evaluator.

Disclosure Information on Gainful Employment

- Bachelor of Science Business Administration, Business Informatics:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=8>
- Bachelor of Science Business Administration, Finance:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=9>
- Bachelor of Science Business Administration, Health Care Management:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=10>
- Bachelor of Science Business Administration, Human Resource Management:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=11>
- Bachelor of Science Business Administration, Leadership:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=12>
- Bachelor of Science Business Administration, Management:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=13>
- Bachelor of Science Business Administration, Marketing:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=14>
- Bachelor of Science Computer Science, Software Development:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=15>
- Bachelor of Science Geographic Information Systems: <http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=3>
- Bachelor of Science Information Security:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=4>
- Bachelor of Science Information Systems:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=5>
- Bachelor of Science Information Technology, Networking:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=6>
- Bachelor of Science Management Information Systems:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=7>

Registered Nurse to Bachelor of Science Nursing Requirements

To be considered for admission to the American Sentinel University RN to BSN program, you must submit the following:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments.
 - At least two years' experience prior to entering the BSN program. The curriculum assumes a working knowledge of the modern health care organization and practice issues.
- A copy of your active and unencumbered Registered Nurse (RN) license.
 - To enroll in the Bachelor of Science Nursing program you must hold a RN license with credentials from a hospital school of nursing or an associate degree accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
 - If you were educated outside the U.S. and you are eligible to practice as a Registered Nurse in the United States, you'll need to be certified by the Commission on Graduates of Foreign Nursing Schools and pass the NCLEX-RN licensure examination before being considered for admission to the program.
- Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - If you were educated outside the U.S. and are not eligible to practice as a Registered Nurse in the United States, you must have your transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization.
 - To receive credits for courses or degrees from institutions outside the U.S. or Canada, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel. Depending on the program, if you have a foreign degree you will need to request either a general or expanded report from the evaluator.
 - If transfer credits are awarded towards the RN to B.S. Nursing program replacements courses must be taken to satisfy the 30 credit hour requirement.

Disclosure Information on Gainful Employment

- RN to Bachelor of Science Nursing
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=2>

Master of Science Program (Non-Nursing) Requirements

To be considered for admission to any of the American Sentinel University master's degree programs, the following must be submitted:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments.
- Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - To enroll in a graduate program at American Sentinel, you must have a bachelor's degree with a minimum GPA of 2.0 (as shown on the degree transcript) from a college or university accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
 - To receive credits for courses or degrees from institutions outside the U.S. or Canada, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel. Depending on the program, if you have a foreign degree you will need to request either a general or expanded report from the evaluator.

Disclosure Information on Gainful Employment

- Master of Business Administration:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>
- Master of Business Administration Health Care:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=23>
- Master of Science Business Intelligence:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>
- Master of Science Computer Science:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=25>
- Master of Science Information Systems:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=26>

Registered Nurse to Master of Science Program Nursing Requirements

To be considered for admission to the American Sentinel University RN to MSN program, the following must be submitted:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments.
 - Minimum of two years of full-time work experience in a nursing discipline.
- A copy of your active and unencumbered Registered Nurse (RN) license.
 - To enroll in the Master of Science Nursing program you must hold a RN license with credentials from a hospital school of nursing or an associate degree accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
 - If you were educated outside the U.S. and you are eligible to practice as a Registered Nurse in the United States, you'll need to be certified by the Commission on Graduates of Foreign Nursing Schools and pass the NCLEX-RN licensure examination before being considered for admission to the program.
- Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - You must complete 18 credit hours of bachelor's-level nursing courses with a minimum GPA earned of 3.0 for courses taken at American Sentinel. Once completed, you may apply to the MSN program. Students who are not able to achieve a 3.0 in the nursing courses but do have a 2.5 cumulative GPA will be allowed to complete the BSN program.
 - If you were educated outside the U.S. and are not eligible to practice as a Registered Nurse in the United States, you must have your transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization.
 - To receive credits for courses or degrees from institutions outside the U.S. or Canada, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel. Depending on the program, if you have earned a foreign degree you will need to request either a general or expanded report from the evaluator.

Disclosure Information on Gainful Employment

- RN to Master of Science Nursing
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=27>

Master of Science Program Nursing Requirements

To be considered for admission to the American Sentinel University MSN program, the following must be submitted:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments
 - Minimum of two years of full-time work experience in a nursing discipline.
- A copy of your active and unencumbered Registered Nurse (RN) license.
 - If you were educated outside the U.S. and you are eligible to practice as a Registered Nurse in the United States, you'll need to be certified by the Commission on Graduates of Foreign Nursing Schools and pass the NCLEX-RN licensure examination before being considered for admission to the program.
- Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - To enroll in the MSN program, you must have Bachelor of Science Nursing degree with a minimum GPA earned of 2.0 (as shown on the degree transcript) from an institution accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
 - If you were educated outside the U.S. and are not eligible to practice as a Registered Nurse in the United States, you must have your transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization.
 - To receive credits for courses or a degree from an institution outside the U.S. or Canada, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's reports be sent directly to American Sentinel. Depending on the program, if you have a foreign degree you will need to request either a general or expanded report from the evaluator.

Disclosure Information on Gainful Employment

- Master of Science Nursing, Case Management:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=17>
- Master of Science Nursing, Infection Prevention and Control:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=18>
- Master of Science Nursing, Nursing Education:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=19>
- Master of Science Nursing, Nursing Informatics:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=20>
- Master of Science Nursing, Nursing Management and Organizational Leadership:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=21>

Doctor of Nursing Practice Requirements

To be considered for admission to the American Sentinel University doctoral degree program, the following must be submitted:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments.
 - A minimum of three years full-time work experience in an executive nursing leadership role during the last 10 years.
 - Current employment. Unemployed applicants must verify access to a suitable work environment (a health care facility) to complete classroom assignments.
- A copy of your active and unencumbered Registered Nursing (RN) license.
 - If you were educated outside the U.S. and are eligible to practice as a Registered Nurse in the United States, you'll need to be certified by the Commission on Graduates of Foreign Nursing Schools and pass the NCLEX-RN licensure examination before being considered for admission to the program.
- Official transcripts from each graduate level institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - Master of Science Nursing students will be admitted directly to the DNP program. Students with master's degrees in other disciplines (MBA, MHA, MPH or MEd, for example) may enter into a six-credit bridge program (N505 Theoretical Foundations of Nursing and N550 Legal and Ethical Issues in Healthcare Management), which allows students to move directly into the DNP program. The master's degree needs to be from a college or university that is regionally or nationally accredited (or a candidate for accreditation).
 - You must have a minimum cumulative GPA of 2.5 (on a 4.0 scale), as shown on the degree transcripts.
 - To receive credits for courses or degrees from institutions outside the U.S. or Canada, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel University. Depending on the program, if you have a foreign degree you will need to request either a general or expanded report from the evaluator.

Disclosure Information on Gainful Employment

- Doctor of Nursing Practice
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=16>

International Student Requirements

Applicants whose first language is not English and who have not earned an undergraduate degree from an institution at which all courses were taught in English will need to provide one of the following:

- A Test of English as a Foreign Language (TOEFL) score of at least 550 (written version) or 80 (iBT version).
- An International English Language Test (IELTS) score of at least 5.0 for undergraduates and 6.5 for graduates, or verification of certification in an English proficiency program.

To receive credits for courses or degrees from institutions outside the U.S. or Canada, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel. Depending on the program, if you have earned a foreign degree you will need to request either a general or expanded report from the evaluator.

Nurses with Foreign Degrees

Nurses educated outside the U.S. who are eligible to practice as Registered Nurses in this country will need to be certified by the Commission on Graduates of Foreign Nursing Schools and pass the NCLEX-RN licensure examination before being considered for admission to American Sentinel's RN to BSN program.

Nurses educated outside the U.S. who are not eligible to practice as Registered Nurses in the United States must have academic transcripts evaluated and certified by a National Association of Credential Evaluation Services, Inc. member organization. The completion of the B.S. Nursing will not qualify the nurse to sit for the licensure exam to become an RN in the United States

Availability of GED Testing

All applicants must be high school graduates or hold the General Educational Development (GED) credential. The GED test can only be taken at an official testing center. There are more than 3,400 testing centers worldwide. For more information, please visit the American Council on Education website or find the GED center nearest you.

Admission Process

An American Sentinel admissions advisor assists every prospective student through each enrollment step, explaining what documents are needed to receive transfer credit for previous college work, professional certifications, and/or credit for life and work experience.

To apply for a program, the online application form may be accessed via the web or the prospective student may contact the Admissions Office

Phone: 1.866.922.5690 (toll free) or 1.205.323.6191 (outside US)

Fax: 1.866.505.2450

Email: admissions@AmericanSentinel.edu

An application form, cover letter, and resume may be submitted online or by fax or regular mail to:

American Sentinel University
2260 South Xanadu Way, Suite 310
Aurora, CO 80014

Fax: 1.866.505.2450

<http://applicant.americansentinel.edu/Application.aspx>

Student Orientation

All students are introduced to services during a two-week facilitated orientation course. Additional helpful information is posted to the student website and/ or announced in American Sentinel's monthly newsletter. In the orientation course, students are given the following written guides:

- Learning the Moodle System
- Course Structure
- Navigating the American Sentinel University Website
- Policy Essentials
- Essentials of Student Success
- Attaining Your Academic Goals
- Critical Thinking
- Time Management
- Research and Writing Process
- Reading Skills, Memory Skills
- Taking Proctored Exams
- Decision-Making Skills
- Planning for Success
- Webinars
- Student Support

Students are also introduced to the 24/7 virtual librarian service. While every American Sentinel course provides an overview on how to complete the course, orientation offers students a framework on how to approach all courses.

Students are guided through the academic catalog and other resources to better understand appeals and grievances and other academic issues and processes. They are given access to university forms for use with the registrar. At the end of orientation, each student works with their student success advisor to build a schedule for the remainder of their program.

GENERAL EDUCATION

American Sentinel University's general education curriculum offers courses in a variety of disciplines that provide a strong foundation for a well-rounded education. Supporting our educational philosophy, the curriculum covers the fundamental academic disciplines of mathematics, science, social and behavioral sciences, the humanities, and written and oral communications

Learning Outcomes

American Sentinel's general education curriculum focuses on competencies needed to enhance the lives of our students and on the critical skills needed to achieve each program's goals.

Our general education curriculum promotes personal growth by introducing students to the complex relationship between societal and technological change. The curriculum focuses on five key areas:

Written Communication	9 credit hours
Humanities	9 credit hours
Behavioral and Social Sciences	9 credit hours
Science, Mathematics and Information Technology	9 credit hours
Global Awareness**	3 credit hours
Total General Education Requirements	39 credit hours

**Students may choose from several general education courses to meet this requirement.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

The following high-level goals embody a single overarching imperative: to equip students to solve problems and make decisions based on sound quantitative, qualitative, and ethical reasoning. To this end, the general education curriculum encourages student proficiency in professional communication, critical and creative thinking, ethical insight, global awareness, information fluency, and quantitative reasoning.

- Use professional oral and written communication.
- Apply mathematical principles to problems and effectively communicate quantitative information.
- Assess issues of social, economic and political consequence using the theory, methods and perspectives of the social sciences.
- Integrate principles of natural and social sciences, humanities and mathematics to solve organizational problems.
- Analyze, evaluate and assess viewpoints regarding social, technological and organizational issues.
- Recognize and appreciate diversity.
- Use computer technology to research, process, synthesize and communicate information.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold . All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3

IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3

* Credit hours are equivalent to semester hours

ASSOCIATE PROGRAM

Associate of Science Geographic Information Systems

The Associate of Science Geographic Information Systems prepares students to transfer into a four-year degree program in geographic information systems (GIS) or for entry-level positions as GIS technicians and users. American Sentinel's online GIS degree helps students build a strong foundation in cartography, GIS software, and GIS concepts and techniques. Graduates of the A.S. Geographic Information Systems program will be prepared to sit for the ArcGIS Associate level certification offered by ESRI. Graduates will also be able to:

- Design maps to communicate information about spatial patterns.
- Interpret information from maps and other visual presentations of abstract geographic information.
- Acquire GIS data from a variety of sources.
- Utilize GIS software to store and manage spatial data.
- Design and implement GIS solutions for problems in a variety of fields.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=1>

Curriculum

Students graduating with the A.S. Geographic Information Systems degree complete 39 credit hours of general education courses and 27 credit hours of courses in the major.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold . All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3

HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (27 credit hours)	
CS105 Introduction to Computer Science	3
IS116 Introduction to Computer Programming	3
IS203 Database Applications	3
GIS211 Introduction to GIS	3
GIS120 Utilizing Google Earth and Google Maps for GIS	3
GIS215 Introduction to Geodatabases	3
GIS225 Principles of Cartography	3
GIS230 Introduction to GIS Business Applications	3
GIS240 Utilizing GIS for Human Based Problem Solving	3

* Credit hours are equivalent to semester hours

BACHELOR'S PROGRAMS

American Sentinel University bachelor programs offer degrees in a variety of disciplines that provide a strong foundation for work in high demand professional fields as well as a well-rounded general education. The general education course offerings include all the fundamental academic disciplines: mathematics; physical sciences; social and behavioral sciences; the humanities; and written and oral communications.

- B.S. Business Administration
- RN to Bachelor of Science Nursing
- B.S. Computer Science, Software Development
- B.S. Information Systems
- B.S. Geographic Information Systems
- B.S. Management Information Systems
- B.S. Information Technology, Networking
- B.S. Information Security

Students may fulfill the degree program requirements through credits transferred from other institutions, specific professional certifications, credits awarded for life and work experience, by completing American Sentinel University courses, or through a combination of these.

Bachelor's – Business Programs

American Sentinel University offers a Bachelor of Science Business Administration with seven specializations: leadership, management, marketing, finance, human resource management, health care management, and business informatics. Students graduating with the B.S. Business Administration degree will have completed 39 hours of general education courses, 66 hours of courses in the major and 15 hours of courses in the specialization.

Overall Program Competencies

- Understand and articulate the role of managers in contemporary business operations.
- Effectively collaborate in diverse organizational teams.
- Facilitate in the research, identification and development of best practices.
- Establish accountability, responsibility and stewardship for an organization's actions.
- Demonstrate an understanding of the impact that values and ethics can have on an organization.
- Demonstrate a working knowledge of management, business law, human capital management, organizational leadership, quantitative reasoning, economics, accounting, operations management, corporate finance, marketing and strategic planning.

Bachelor of Science Business Administration, Leadership

Students earning the leadership specialization will acquire the skills needed to integrate management, marketing, accounting and finance functions as well as develop strategies to improve short-, medium- and long-term organizational performance. Aspiring business leaders will gain problem-solving and critical thinking skills, and also will learn to communicate a vision and lead an organization to achieve its goals.

Graduates of the business leadership degree program will be able to:

- Analyze trends in economic activity on an economy-wide and industry-specific level to develop reasonable forecasts for organizational activity.
- Apply sound management principles to the functions of planning, organizing, coordinating, and decision-making with respect to operational and strategic activities.
- Evaluate and interpret competitive, legal, and regulatory environments that will impact the firm.
- Develop sound financial planning, reporting, and information models to develop successful investment and acquisition strategies.
- Develop a full analysis of external and internal business factors and identify tactical and operational strategies.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=12>

Curriculum

Students graduating with the B.S. Business Administration, leadership specialization, complete 39 credit hours of general education courses, 66 credit hours of courses in the major and 15 credit hours of leadership specialization courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3

GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (choose 66 credit hours)	
Choose 66 credit hours. Required courses are shown in bold .	
ACC201 Introduction to Accounting	3
ACC205 Managerial Accounting	3
ACC405 INVESTMENTS	3
BUS210 Business Statistics I	3
BUS211 Business Statistics II	3
BUS230 Business Law I	3

BUS331 Business Law II	3
BUS320 Quantitative Methods	3
BUS420 Leadership in a Changing Environment	3
BUS454 Ethical Decisions Making for Business	3
BUS460 Corporate Governance	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN 460 International Finance	3
MGT210 Introduction to Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT420 Leadership in Organizations	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT475 Management of Complex Organizations	3
MGT480 Fundamentals Project Management	3
MKT210 Introduction to Marketing	3
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MGT498 Senior Capstone	3
<i>REQUIRED COURSES, Leadership Specialization (15 credit hours)</i>	
BUS331 Business Law II	3
MGT460 Organizational Behavior	3
FIN450 Simulation and Risk Management	3
BUS420 Leadership in a Changing Environment	3
BUS460 Corporate Governance	3

* Credit hours are equivalent to semester hours

Bachelor of Science Business Administration, Marketing

Students earning the marketing specialization will acquire insights into the marketing process and the current marketing techniques required in today's fast-paced business environment. In addition to developing necessary marketing skills, students will gain the knowledge needed to integrate marketing strategies and programs with other important business functions, all while staying focused on the organization's business objectives.

Graduates of the business marketing degree program will be able to:

- Explain the importance of marketing management and its relationship to management, accounting, finance, and strategic planning.
- Describe marketing research in terms of its processes and systems for decision-making.
- Differentiate the unique marketing challenges associated with business-to-business marketing, government, and institutional buying.
- Review product strategies, new product planning and development, in terms of their importance and role within the marketing mix.
- Assess the role and importance of personal selling, relationship building, and sales management with respect to marketing management.
- Develop strategies for customer management in service competition.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=14>

Curriculum

Students graduating with the B.S. Business Administration, marketing specialization, complete 39 credit hours of general education courses, 66 credit hours of courses in the major and 15 hours of marketing specialization courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	

ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
MAJOR COURSES (66 credit hours)	
Choose 66 credit hours. Required courses are shown in bold .	
ACC201 Introduction to Accounting	3
ACC205 Managerial Accounting	3
ACC405 Investments	3
BUS210 Business Statistics I	3
BUS211 Business Statistics II	3

BUS230 Business Law I	3
BUS331 Business Law II	3
BUS320 Quantitative Methods	3
BUS420 Leadership in a Changing Environment	3
BUS454 Ethical Decisions Making for Business	3
BUS460 Corporate Governance	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN 460 International Finance	3
MGT210 Introduction to Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT420 Leadership in Organizations	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT475 Management of Complex Organizations	3
MGT480 Fundamentals of Project Management	3
MKT210 Introduction to Marketing	3
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MGT498 Senior Capstone	3
REQUIRED COURSES, Marketing Specialization (15 credit hours)	
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MKT440 Service Management	3

* Credit hours are equivalent to semester hours

Bachelor of Science Business Administration, Management

Students earning the management specialization will acquire insights into management theories and the cutting-edge management techniques needed by managers today. Students will also develop management competencies and gain the skills needed to integrate marketing, accounting and financial programs to produce effective business strategies.

Graduates of the business management degree program will be able to:

- Apply the strategic planning process as well as associated analytical tools and business models.
- Analyze the impact of globalization and technology on management theories.
- Assess the foundations of organizational behavior and keys to change management.
- Discuss alternative leadership styles and their application in today's diverse business cultures.
- Apply quality management strategies to organizational improvement.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=13>

Curriculum

Students graduating with the B.S. Business Administration, management specialization, complete 39 credit hours of general education courses, 66 credit hours of courses in the major and 15 credit hours of management specialization courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3

LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
MAJOR COURSES (66 credit hours)	
Choose 66 credit hours. Required courses are shown in bold .	
ACC201 Introduction to Accounting	3
ACC205 Managerial Accounting	3
ACC405 Investments	3
BUS210 Business Statistics I	3
BUS211 Business Statistics II	3
BUS230 Business Law I	3
BUS331 Business Law II	3
BUS320 Quantitative Methods	3
BUS420 Leadership in a Changing Environment	3
BUS454 Ethical Decisions Making for Business	3

BUS460 Corporate Governance	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN 460 International Finance	3
MGT210 Introduction to Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT420 Leadership in Organizations	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT475 Management of Complex Organizations	3
MGT480 Fundamentals of Project Management	3
MKT210 Introduction to Marketing	3
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MGT498 Senior Capstone	3
<i>REQUIRED COURSES, Management Specialization (15 credit hours)</i>	
MGT360 Business and Society	3
MGT460 Organizational Behavior	3
MGT405 Quality Management	3
MGT475 Management of Complex Organizations	3
MGT490 Introduction to International Business	3

* Credit hours are equivalent to semester hours

Bachelor of Science Business Administration, Finance

Students earning the finance specialization will focus on concepts surrounding, analyzing and guiding an organization's financial activities. The online finance degree program focuses on accounting and finance strategies necessary to ensure the financial viability and growth of an organization. Students use simulation software to evaluate critical financial and business risk threats. They also study global business issues, including the international financial markets.

Graduates of the business finance degree program will be able to:

- Conduct and manage complex accounting review, analysis, and audit activities.
- Discuss implications of the international financial market on an industry of choice.
- Utilize simulated scenarios to conduct risk assessment and make recommendations for strategic actions.
- Conduct and manage financial analysis.
- Develop a financial plan for a new strategic venture.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=9>

Curriculum

Students graduating with the B.S. Business Administration, finance specialization, complete 39 credit hours of general education courses, 66 credit hours of courses in the major and 15 credit hours of finance specialization courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3

HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
MAJOR COURSES (66 credit hours)	
Choose 66 credit hours. Required courses are shown in bold .	
ACC201 Introduction to Accounting	3
ACC205 Managerial Accounting	3
ACC405 Investments	3
BUS210 Business Statistics I	3
BUS211 Business Statistics II	3
BUS230 Business Law I	3
BUS331 Business Law II	3
BUS320 Quantitative Methods	3
BUS420 Leadership in a Changing Environment	3

BUS454 Ethical Decisions Making for Business	3
BUS460 Corporate Governance	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN 460 International Finance	3
MGT210 Introduction to Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT420 Leadership in Organizations	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT475 Management of Complex Organizations	3
MGT480 Fundamentals of Project Management	3
MKT210 Introduction to Marketing	3
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MGT498 Senior Capstone	3
<i>REQUIRED COURSES, Finance Specialization (15 credit hours)</i>	
ACC205 Managerial Accounting	3
ACC405 Investments	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN460 International Finance	3

* Credit hours are equivalent to semester hours

Bachelor of Science Business Administration, Human Resource Management

Students earning the human resource management specialization will have a foundation of understanding of how organizations can support their strategic objectives through recruitment, training and development, and compensation and benefits. Students will develop an understanding of core HR competencies, including coaching of individuals and teams, legal compliance, talent management, employee advocacy and more. Students also will gain the skills needed to manage organizational change and monitor employee and team performance. They will better understand the impact of globalization and managing diversity on an organization.

Graduates of the business human resource management degree program will be able to:

- Apply sound management principles to the functions of planning, organizing, coordinating, and decision-making with respect to operational and strategic activities.
- Evaluate and interpret legal and regulatory environments that will impact the firm.
- Identify the traits that show the strongest relationship to leadership, the behaviors in which leaders engage, and the limitations of the trait and behavior models of leadership.
- Explain how different elements of group dynamics influence the functioning and effectiveness of groups and teams.
- Examine the factors and forces bearing on different leadership styles and the effect of change on the organization.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=11>

Curriculum

Students graduating with the B.S. Business Administration, human resource management specialization, complete 39 credit hours of general education courses, 66 credit hours of courses in the major and 15 credit hours of human resource management specialization courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3

Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
MAJOR COURSES (66 credit hours)	
Choose 66 credit hours. Required courses are shown in bold .	
ACC201 Introduction to Accounting	3
ACC205 Managerial Accounting	3
ACC405 Investments	3

BUS210 Business Statistics I	3
BUS211 Business Statistics II	3
BUS230 Business Law I	3
BUS331 Business Law II	3
BUS320 Quantitative Methods	3
BUS420 Leadership in a Changing Environment	3
BUS454 Ethical Decisions Making for Business	3
BUS460 Corporate Governance	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN 460 International Finance	3
MGT210 Introduction to Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT420 Leadership in Organizations	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT475 Management of Complex Organizations	3
MGT480 Fundamentals of Project Management	3
MKT210 Introduction to Marketing	3
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MGT498 Senior Capstone	3
REQUIRED COURSES, Human Resource Management Specialization (15 credit hours)	
MGT410 Training and Development	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT490 Introduction to International Business	3

* Credit hours are equivalent to semester hours

Bachelor of Science Business Administration, Health Care Management

Students earning the health care management specialization will understand the structure of the contemporary health care delivery system and current issues within the health care industry related to technology, regulatory standards, budgeting and financing, and more. American Sentinel's health care management degree is designed for students seeking to gain the skills to analyze and manage a health care organization's strategic direction.

Graduates of the business health care management degree program will be able to:

- Apply principles of finance to complex healthcare budgeting and forecasting.
- Articulate regulatory impact on organizational decision making
- Assess key risks in the healthcare organization
- Differentiate human resource management and organizational behavior within healthcare organizations to traditional business models.
- Define business intelligence needs that are specific to healthcare organizations.
- Develop a business unit analysis.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=10>

Curriculum

Students graduating with the B.S. Business Administration, health care management specialization, complete 39 credit hours of general education courses, 66 credit hours of courses in the major and 15 credit hours of health care management specialization courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3

GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
MAJOR COURSES (66 credit hours)	
Choose 66 credit hours. Required courses are shown in bold .	
ACC201 Introduction to Accounting	3
ACC205 Managerial Accounting	3
ACC405 Investments	3
BUS210 Business Statistics I	3
BUS211 Business Statistics II	3
BUS230 Business Law I	3

BUS331 Business Law II	3
BUS320 Quantitative Methods	3
BUS420 Leadership in a Changing Environment	3
BUS454 Ethical Decisions Making for Business	3
BUS460 Corporate Governance	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN 460 International Finance	3
MGT210 Introduction to Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT420 Leadership in Organizations	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT475 Management of Complex Organizations	3
MGT480 Fundamentals of Project Management	3
MKT210 Introduction to Marketing	3
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MGT498 Senior Capstone	3
REQUIRED COURSES, Health Care Management Specialization (15 credit hours)	
HCA400 Health Care Delivery Systems	3
IS435 Health Care Informatics	3
HCA405 Regulatory Process in Health Care	3
HCA410 Health Care Finance	3
HCA450 Risk Management	3

* Credit hours are equivalent to semester hours

Bachelor of Science Business Administration, Business Informatics

Students earning the business informatics specialization will learn how to manage key information systems and utilize data to make organizational decisions. They will acquire a working knowledge of database, enterprise information and management information systems, and will learn about the latest information security systems to protect an enterprise's assets.

Graduates of the business informatics degree program will be able to:

- Create business database architecture.
- Utilize analytic software to solve business problems.
- Analyze and propose organization-wide information technology solutions which provide optimal support to improve the quality of operations.
- Organize strategies for the protection of data, communications, and critical organizational information.
- Develop a strategic plan for adapting information systems solutions to improve the enterprise.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=8>

Curriculum

Students graduating with the B.S. Business Administration, business informatics specialization, complete 39 credit hours of general education courses, 66 credit hours of courses in the major and 15 credit hours of business informatics specialization courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3

HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
MAJOR COURSES (66 credit hours)	
Choose 66 credit hours. Required courses are shown in bold .	
ACC201 Introduction to Accounting	3
ACC205 Managerial Accounting	3
ACC405 Investments	3
BUS210 Business Statistics I	3
BUS211 Business Statistics II	3
BUS230 Business Law I	3
BUS331 Business Law II	3
BUS320 Quantitative Methods	3

BUS420 Leadership in a Changing Environment	3
BUS454 Ethical Decisions Making for Business	3
BUS460 Corporate Governance	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
FIN450 Simulation and Risk Management	3
FIN 460 International Finance	3
MGT210 Introduction to Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT420 Leadership in Organizations	3
MGT430 Performance Management	3
MGT440 Change Management	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT475 Management of Complex Organizations	3
MGT480 Fundamentals of Project Management	3
MKT210 Introduction to Marketing	3
MKT306 Marketing Research	3
MKT307 Sales Management	3
MKT308 Marketing Management	3
MKT435 Marketing in a Global Economy	3
MGT498 Senior Capstone	3
REQUIRED COURSES, Business Informatics Specialization (15 credit hours)	
IS203 Database Applications	3
IS326 Introduction to Database Systems	3
IS420 Business Process Management	3
SEC350 Risk Management	3
IS400 Enterprise Information Systems	3

* Credit hours are equivalent to semester hours

RN to Bachelor of Science Nursing

The Registered Nurse to Bachelor of Science Nursing (BSN) is an accredited, fast-track program ideal for nurses who would like to expand their knowledge base, have increased job security and enjoy greater career mobility. In today's health care landscape, there is a growing recognition that nurses need more education to be fully functioning members of a health care team that contributes to the improvement of patient care and patient outcomes. Increasingly, nurses are expected to advance their education to meet current health care reform initiatives and strengthen the nursing workforce.

American Sentinel's RN to BSN program is accredited by the Commission on Collegiate Nursing Education (CCNE) and is based on the Colorado Nursing Articulation Model, a statewide agreement that permits Registered Nurses who are graduates of Associate Degree Nursing programs to enter the BSN program without taking tests to verify prior knowledge. Our nursing students will be awarded 30 semester hours based on their current Registered Nurse license, which allows them to take just 30 more credits to complete the online RN to BSN degree at American Sentinel University.

Graduates of the RN to BSN program will be able to:

- Assume leadership roles on multidisciplinary teams within health care organizations.
- Directly provide and manage competent health care - simple to complex - for individuals, families and groups.
- Enhance professional nursing practice through the use of research and evidence-based practice.
- Integrate methods of research and scholarship to make and prioritize diagnoses.
- Plan, implement and evaluate care of individuals, groups and communities.
- Incorporate methods of health promotion and education in nursing care of individuals, families and groups with simple to complex health care needs.
- Accept accountability and responsibility for their professional judgment and actions.
- Integrate professional values and role behaviors.
- Understand the problems of contemporary health and illness.
- Embrace the role of the global citizen.
- Collaborate with other groups to shape health policies that affect both individual and community health.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=2>

Curriculum

The RN to BSN degree completion program's advancement is based on the Colorado Nursing Articulation Model. Students must complete 30 credit hours of upper-division nursing courses for a total of 120 credit hours to earn the BSN degree.

Nurses educated outside the United States will be required to take COM 412 Professional Communication as their first course.

REQUIRED MAJOR COURSES (30 credit hours)	Credit hours*
BSN405 Reflective Practice, Issues & Trends	3
BSN410 Health Care Delivery and Quality Outcomes	3
BSN415 Nursing Management Strategies	3
BSN420 Strategic Change and Quality Improvement	3
BSN422 Nursing Research	3
BSN425 Public Health Nursing A	3
BSN430 Public Health Nursing B	3
BSN 436 Developing Nursing Practice	3

BSN440 Case Management	3
BSN499 Capstone Project	3

* Credit hours are equivalent to semester hours

RN to Master of Science Nursing

The curriculum of the RN to MSN program is based on contemporary issues in health care today. Nurses study the improvement of health care, creating quality patient outcomes and how to foster strategic change in the health care delivery system. Embedded in the American Sentinel nursing curriculum is an emphasis on quality of care as guided by nursing-sensitive indicators.

In 2009, American Sentinel voluntarily adopted the competencies defined by the Quality and Safety Education for Nurses (QSEN) project (funded by the Robert Wood Johnson Foundation) as an integral part of all of our online nursing degree programs. Those six competencies are:

- Patient-centered care
- Teamwork and collaboration
- Evidence-based practice
- Quality improvement
- Informatics
- Safety

American Sentinel is one of a few nursing programs in the country to enhance its nursing curriculum by adopting the QSEN model. Our curriculum prepares nurses to improve the quality and safety of patient care and the health care organizations in which they work.

American Sentinel's RN to MSN program is accredited by the Commission on Collegiate Nursing Education. Students complete 18 credits of baccalaureate-level nursing courses (and must earn a 3.0 GPA in these courses), then apply to the MSN program, where they will complete 36 graduate credit hours. MSN students must choose one of five specializations:

- Nursing Management and Organizational Leadership
- Case Management
- Nursing Education
- Nursing Informatics
- Infection Prevention and Control

Graduates of the RN to MSN program will be able to:

- Assume roles as leaders and collaborators with other professionals and communities in planning, providing and evaluating health care.
- Enhance professional nursing practice through research and evidence-based practice.
- Use theoretical knowledge to guide advanced practice nursing.
- Conduct advanced practice research and leverage insights.
- Create new nursing models that expand the role of citizens in global society.
- Evaluate health policies and economics.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=27>

Curriculum

Students will be able to complete their MSN degree with 18 undergraduate credit hours and 36 graduate credit hours, thus accelerating the attainment of an advanced practice degree in case management, infection prevention and control, nursing education, nursing informatics, or nursing management and organizational leadership.

NOTE: Nurses educated outside the US are required to take COM412 Professional Communication as their first course.

<i>UNDERGRADUATE NURSING COURSES (18 credit hours)</i>	Credit hours*
BSN415 Nursing Management Strategies	3
BSN420 Strategic Change and Quality Improvement	3
BSN422 Nursing Research	3
BSN425 Public Health Nursing A	3
BSN430 Public Health Nursing B	3
BSN499 Capstone Project	3
GRADUATE NURSING COURSES (36 credit hours)	
<i>Core Courses (18 credit hours)</i>	
N500 Health Care Systems	3
N505 Theoretical Foundations	3
N510 Diverse Populations and Health care	3
N515 Research Design	3
N520 Introduction to Modern Organizations and Health Care	3
N550 Legal and Ethical Issues in Health Care Management	3
<i>Nursing Management and Organizational Leadership Specialization (18 credit hours)</i>	
N525 Human Resources Management	3
N530 Leadership in Health Care Organizations	3
N535 Health Care Informatics	3
N540 Health Care Finance and Economics	3
N545 Health Care Strategic Management and Planning	3
N555 Strategic Capstone Seminar	3
<i>Case Management Specialization (18 credit hours)</i>	
N508 Clinical and Administrative Systems	3
N541 Concepts of Case Management	3
N542 Process of Case Management	3
N543 Case Management and Evidence Based Practice	3
N544 Introduction to Life Care Planning	3
N555C Case Management Capstone	3
<i>Nursing Education Specialization (18 credit hours)</i>	
N531 Curriculum Design and Learning Outcomes	3
N532 Teaching to Diverse Learning Styles	3
N533 Assessment of Learning	3
N534 Distance Education	3
N537 Organizational Dynamics of Higher Education	3
N555E Nursing Education Capstone - Academic OR N555EL Nursing Education Capstone - Educational Leadership	3
<i>Nursing Informatics Specialization (18 Credit Hours)</i>	

N508 Clinical and Administrative Systems	3
N535 Health Care Informatics	3
BUSI510 Data Mining	3
IS550 Project and Change Management	3
IS555 Information Security and Privacy in Health care Environments	3
N555I Informatics Capstone	3
<i>Infection Prevention and Control Specialization (18 credit hours)</i>	
EPI500 Principles of Epidemiology	3
BIO501 Identification of the Infectious Disease Process	3
N570 Infection Prevention and Control	3
N571 Design of a Surveillance System	3
N572 Collection and Interpretation of Surveillance Data	3
N555IC Infection Control Capstone	3

* Credit hours are equivalent to semester hours

Bachelors – Technology Programs

American Sentinel University offers six technology degrees at the bachelor's level that focus on preparing students for high demand professional opportunities:

- B.S. Computer Science, Software Development
- B.S. Geographic Information Systems
- B.S. Information Security
- B.S. Information Systems
- B.S. Information Technology, Networking
- B.S. Management Information Systems

Students graduating with a technology bachelor's degree will have completed 39 credit hours of general education courses and 81 credit hours of major and elective courses for a total of 120 credit hours.

Bachelor of Science Computer Science, Software Development

The Bachelor of Science Computer Science, Software Development, is ideal for students interested in understanding programming languages and using their programming skills to build software applications and solutions to business programs. C++ is the program's core language, which is becoming increasingly important in both academics and the workplace. Our online computer science degree will teach students how computing systems work, including networking and operating systems, as well as the design of hardware and software.

Graduates of the B.S. Computer Science, Software Development, program will be able to:

- Understand and articulate the fundamental principles and concepts of computer science.
- Apply distinct models of software design, development and implementation to real-world problems.
- Explain how the functions of algorithms, data structures, computer organization and architecture impact organizational decision-making and solutions.
- Define and select appropriate numerical computation techniques, operating systems and programming languages for specific business development requirements.
- Analyze and develop solutions to complex organization problems.
- Integrate appropriate computer science theory, concepts and methods in the development of software solutions and applications tailored to meet current and future organizational needs.
- Address contemporary ethical issues in software and application development.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=15>

Curriculum

Students graduating with the B.S. Science Computer Science, Software Development degree complete 39 credit hours of general education courses, 60 credit hours of courses in the major and 21 credit hours of elective courses taken in computer science, information systems, information security or information technology, networking.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3

SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (60 credit hours)	
CS105 Introduction to Computer Science	3
IS 116 Introduction to Computer Programming	3
CS130 Fundamentals of Programming	3
MA201 Discrete Math	3
CS205 Intermediate Programming	3
SEC210 Introduction to Information Systems Security	3
CS211 Computer Organization	3
CS215 Data Structures	3
CS216 Algorithms I	3
CS221 Software Engineering	3
CS310 Programming Language Concepts	3
IS 315 Networking and Communications	3
CS320 Theory of Computation	3
CS360 Java Programming	3
CS380 C# Programming	3
CS385 Computer Science Problem Solving	3
PHI320 Computer Ethics	3
CS410 Computer Architecture	3
CS421 Operating Systems	3
CS 499 Senior Capstone Project	3
ELECTIVE COURSES (21 credit hours)	
Students must select 21 credit hours of 300- to 400- level courses from the following areas: computer science, information systems, information security, game	

programming, information technology and networking.	
CS331 Algorithms II	3
CS350 Windows Programming With Visual Basic	3
CS351 Advanced Programming Using Visual Basic	3
CS431 Artificial Intelligence	3
IS315 Networking and Telecommunications	3
IS318 Information Systems Analysis and Design	3
IS326 Introduction to Database Systems	3
IS328 IT Hardware and Systems Software	3
IS308 Introduction to Information Systems	3
IS332 JavaScript	3
IS341 Decision Support Systems	3
IS355 Information Security and Privacy in Health Care Organizations	3
IS371 Active Server Pages	3
IS376 Advanced Database Systems	3
IS400 Enterprise Information Systems	3
IS410 TCP/IP Networks	3
IS420 Business Process Management	3
IS435 Health Care Informatics	3
IT495 Survey of Information Technology	3
MIS350 Information Technology Project Management	3
MIS415 E-Business Strategy, Architecture and Design	3
SEC310 Security Operations	3
SEC350 Risk Management	3
SEC410 Introduction to Network Security	3
SEC430 Access Control Systems	3
SEC460 Cryptography	3
SEC470 Computer Forensics	3
SEC480 Database Security	3
WEB301 Web Design I	3
WEB306 Web Design II	3

* Credit hours are equivalent to semester hours

Bachelor of Science Information Systems

The Bachelor of Science Information Systems is ideal for students interested in acquiring a broad base of knowledge of computer information systems and the various uses of such systems in modern organizational settings. Information systems encompass not only the technology of an organization—which is typically implemented with the purpose of improving the organization's effectiveness and efficiency—they also comprise the people, hardware, software, communication devices and network resources that process data and information. American Sentinel's information systems degree teaches students to use information systems to solve business problems. Professionals with degrees in information systems can plan, coordinate, direct research and facilitate the computer-related activities of a business.

Graduates of the B.S. Information Systems program will be able to:

- Analyze, design and implement solutions to enhance organizational strategy and problem-solving.
- Create and test computer information systems solutions.
- Apply project management principles to information systems development.
- Structure information collection and presentation to facilitate management planning and decision-making.
- Address contemporary ethical issues in the use of information systems.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=5>

Curriculum

Students graduating with the Bachelor of Science Information Systems degree complete 39 credit hours of general education courses, 60 credit hours of courses in the major and 21 credit hours of elective courses taken in computer science, information security, information technology, or networking.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3

Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (60 credit hours)	
IS108 Windows Operating Systems	3
IS116 Introduction to Computer Programming	3
IS203 Database Applications	3
IS308 Introduction to Information Systems	3
IS315 Networking and telecommunications	3
IS318 Information Systems Analysis and Design	3
IS326 Introduction to Database systems	3
IS328 IT hardware and systems software	3
IS376 Advanced Database Systems	3
IS400 Enterprise Information systems	3
IS410 TCP/IP Networks	3
IS420 Business Process Management	3
IS499 Senior capstone project	3
IT 495 Survey of Information Technology	3
MIS350 Information Technology Project Management	3

MIS415 E-business strategy, architecture and design	3
PHI320 Computer Ethics	3
SEC210 Introduction to Information Systems Security	3
WEB301 Web Design I	3
WEB306 Web Design II	3
<i>ELECTIVE COURSES (21 credit hours)</i>	
Students must select 21 credit hours at the 300- to 400-level courses from the following areas: computer science, information systems, information systems security, information technology, networking and management information systems.	
CS310 Programming Language Concepts	3
CS320 Theory of Computation	3
CS331 Algorithms II	3
CS350 Windows Programming with Visual Basic	3
CS351 Advanced Programming Using Visual Basic	3
CS360 Java Programming	3
CS380 C# Programming	3
CS385 Computer Science Problem Solving	3
CS410 Computer Architecture	3
CS421 Operating Systems	3
CS431 Artificial Intelligence	3
IS332 JavaScript	3
IS341 Decision Support Systems	3
IS355 Information Security and Privacy in Health Care Organizations	3
IS371 Active Server Pages	3
IS435 Health Care Informatics	3
SEC310 Security Operations	3
SEC350 Risk Management	3
SEC410 Network Security	3
SEC430 Access Control Systems	3
SEC460 Cryptography	3
SEC470 Computer Forensics	3
SEC480 Database Security	3

- Credit hours are equivalent to semester hours

Bachelor of Science Geographic Information Systems

The Bachelor of Science Geographic Information Systems teaches students to use and develop databases containing spatial data. American Sentinel's GIS degree helps students learn to interpret and visualize spatial data to uncover patterns, trends and relationships. The GIS degree is ideal for problem-solvers who enjoy learning new technologies and applying them to business—especially those who like the idea of working with software that visualizes data, as opposed to simply reporting it in numbers and charts.

Graduates of the B.S. Geographic Information Systems program will be prepared to sit for the ArcGIS Associate level certification offered by ESRI. Graduates will also be able to:

- Design maps and interpret information from a variety of visual presentations of abstract geographic information.
- Store and manage spatial data and create solutions using GIS software.
- Demonstrate fundamental skills with SQL and mapping applications.
- Apply the concepts of GIS project management.
- Decide between open source and commercial software based on the project requirements.
- Integrate remote sensing and GPS techniques to the GIS process.
- Develop and utilize geodatabases to store and manage spatial data and create solutions using GIS software.
- Use publicly available data for geospatial analysis to solve human-based problems.
- Identify and analyze ethical issues surrounding the use of GIS data.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=3>

Curriculum

Students graduating with a B.S. Geographic Information Systems degree complete 39 credit hours of general education courses, 69 credit hours of courses in the major and 12 credit hours of elective courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3

LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (69 credit hours)	
CS105 Introduction to Computer Science	3
IS116 Introduction to Computer Programming	3
IS203 Database Applications	3
PHI320 Computer Ethics	3
IS326 Introduction to Database Systems	3
IS376 Advanced Database Systems	3
IS308 Introduction to Information Systems	3
MIS350 Information Technology Project Management	3
WEB301 Web Design I	3
GIS120 Utilizing Google Earth and Google Maps for GIS	3
GIS215 Introduction to Geodatabases	3

GIS230 Introduction to GIS business applications	3
GIS240 Utilizing GIS for Human Based Problem Solving	3
GIS211 Introduction to GIS	3
GIS225 Principles of Cartography	3
GIS 300 Environmental Modeling	3
GIS330 GPS Applied to GIS	3
GIS350 Data Acquisition	3
GIS360 GIS in Practice	3
GIS400 Open Sources for GIS	3
GIS315 Remote Sensing of the Environment	3
GIS420 Relational Databases for GIS	3
GIS499 Senior GIS Capstone Project	3
<i>ELECTIVE COURSES (12 credit hours)</i>	
Choose 12 credit hours of electives from the following (others by dean approval):	
CS130 Fundamentals of Programming	3
CS205 Intermediate Programming	3
CS360 Java Programming	3
CS380 C# Programming	3
WEB306 Web Design II	3
WEB316 Enhancing Web Pages with JavaScript	3
WEB320 Service Side Web Programming Using ASP.NET	3
WEB400 XML Applications Development	3
WEB440 Database and Dynamic Web Design	3

* Credit hours are equivalent to semester hours

Bachelor of Science Information Security

The Bachelor of Science Information Security teaches students how to secure networks, databases and applications. Students will learn about the security function of an organization's information technology department and will gain the skills and knowledge necessary to design and implement essential secure networks and applications. Many students pursuing the American Sentinel information security degree already have security experience, while others have information systems experience and are interested in expanding their knowledge base to include security.

Graduates of the B.S. Information Security program will be able to:

- Identify, formulate and solve technical and policy challenges in information security.
- Manage the analysis, design, implementation, vulnerability testing, auditing and implementation of security policies and procedures.
- Develop security strategies, tactics and implementation plans to support organizational decision-making.
- Communicate advanced technical information in writing.
- Evaluate the broad organizational, ethical and social impact of information security.
- Identify connections between security and an organization's legal and ethical responsibility.

Curriculum

Students graduating with the B.S. Information Security degree complete 39 credit hours of general education courses, 60 credit hours of courses in the major and 21 credit hours of elective courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3

SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (60 credit hours)	
CS105 Introduction to Computer Science	3
IS116 Introduction to Computer Programming	3
IS203 Database Applications	3
IS315 Networking and Telecommunications	3
PHI320 Computer Ethics	3
CS130 Fundamentals of Programming	3
SEC210 Introduction to Information Systems Security	3
SEC310 Security Operations	3
SEC350 Risk Management	3
SEC410 Network Security with Lab	3
SEC430 Access Control Systems	3
SEC460 Cryptography	3
IS308 Introduction to Information Systems	3
MIS350 Information Technology Project Management	3
CS421 Operating Systems	3
IS410 TCP/IP Networks	3
CS410 Computer Architecture	3
SEC470 Computer Forensics	3
SEC480 Database Security	3
IS499 Senior Capstone Project	3
ELECTIVE COURSES (21 credit hours)	
Choose 21 credit hours of electives from the following (others by dean approval):	

NET200 Network Operating Systems	3
NET205 Introduction to Wireless Networks	3
NET210 Routing and Switching I	3
NET212 Routing and Switching II	3
NET315 Network Design and Analysis	3
NET320 Network Performance Tools	3
NET325 Mobile Computing and Devices	3
NET330 Intranets and Web Services	3

* Credit hours are equivalent to semester hours

Bachelor of Science Management Information Systems

The Bachelor of Science Management Information Systems teaches students how to utilize hardware and software to solve problems in specific functional areas and in an overall organization. Students will gain an understanding of various information systems applications and how they can create solutions to contemporary business problems. The information management degree program is ideal for students interested in careers that use technology to meet the strategic needs of an organization.

Graduates of the B.S. Management Information Systems program will be able to:

- Analyze and solve complex business problems using information technology.
- Apply sound management principles to the functions of planning, organizing, coordinating and decision-making, while focusing on information systems.
- Assess the foundations of organizational behavior and keys to change management.
- Specify and communicate appropriate design and implementation requirements for system development projects.
- Analyze an organization's information systems requirements and align these with long-term business objectives.
- Facilitate short-, medium- and long-term business goal attainment through the integration of planning and IT.
- Identify areas where ethical issues may arise as a result of the use of technology.
- Apply project management principles to information systems development efforts.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=7>

Curriculum

Students graduating with a B.S. Management Information Systems degree complete 39 credit hours of general education courses, 60 credit hours of courses in the major and 21 credit hours of elective courses.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0
Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3

IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (60 credit hours)	
CS105 Introduction to Computer Science	3
IS116 Introduction to Computer Programming	3
IS203 Database Applications	3
SEC210 Introduction to Information Systems Security	3
BUS230 Business Law I	3
IS315 Networking and Telecommunications	3
ACC205 Managerial Accounting	3
IS308 Introduction to Information Systems	3
IS318 Information System Analysis and Design	3
IS326 Introduction to Database Systems	3
MIS350 Information Technology Project Management	3
MIS415 E-Business Strategy, Architecture, and Design	3
IS400 Enterprise Information Systems	3
SEC350 Risk Management	3
MGT420 Leadership in Organizations	3
MGT460 Organizational Behavior	3
MGT470 Developing Human Resources	3
MGT490 Introduction to International Business	3
MGT475 Management of Complex Organizations	3
STR499 Strategic Management	3
ELECTIVE COURSES (21 credit hours)	
Choose 21 credit hours of electives from the following (others by dean approval). Students using IS101 and/or IS102 to fulfill General Education Requirements must select additional electives from the list below to meet the 21 elective credit hours required to graduate.	
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
IS326 Introduction to Database Systems	3
IS328 IT Hardware and Systems Software	3
IS341 Decision Support Systems	3
IS376 Advanced Database Systems	3
IT495 Survey of Information Technology	3

IS420 Business Process Management	3
FIN202 Personal Finance	3
FIN335 Financial Management and Analysis I	3
FIN435 Financial Management and Analysis II	3
BMT300 Principles of Technology Management	3
MGT360 Business and Society	3
MGT405 Quality Management	3
MGT410 Training and Development	3
MGT430 Performance Management	3

* Credit hours are equivalent to semester hours

Bachelor of Science Information Technology, Networking

The Bachelor of Science Information Technology, Networking, gives students the fundamental networking knowledge and skills to pursue careers in information technology. If you enjoy using technology to solve business problems and helping others use technology in their everyday jobs, this program may be right for you. American Sentinel's B.S. Information Technology, Networking, program teaches students how business uses computing technology and how to apply that knowledge to an organization's daily IT activities—technical infrastructure issues, hardware installations, database administration and network services, for example. Courses cover key applications, the management of networks, as well as wireless, troubleshooting connectivity issues and security. With many electives to choose from, you can tailor the program to suit your interests.

Graduates of the B.S. Information Technology, Networking, program will be prepared to sit for the Network+ and CCNA level certifications. Graduates will also be able to:

- Demonstrate expertise with popular information technology and networking applications.
- Apply information technology skills and tools to business functions.
- Apply best practices to networking hardware and software.
- Effectively communicate with information technology and non-technical professionals.
- Apply ethical principles in their work.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=6>

Curriculum

Students graduating with the B.S. Information Technology, Networking degree complete 39 credit hours of general education courses and 81 credit hours of courses in the major.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (39 credit hours)	
Required general education courses are shown in bold. All students are required to take one three-credit global awareness course. Global awareness courses are denoted with a double asterisk**.	
COURSES	Credit hours*
OR100 Orientation	0

Written Communication (choose 9 credit hours)	
ENG400 Special Topics in Writing	1
ENG105 Beginning Writing	3
ENG110 English Composition	3
ENG310 Technical Writing	3
COM115 Oral Communication	3
COM240 Principles of Business Communications OR COM412 Professional Communication	3
Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
HIS226 American History	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics	3
Behavioral and Social Sciences (choose 9 credit hours)	
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 9 credit hours, including one math course: MA120, MA200 or MA201)	
BIO130 Fundamentals of Biology	3
ECO230 Principles of Ecology	3
GIS211 Introduction to GIS	3
IS101 Introduction to Computer Systems	3
IS102 Microsoft Office Fundamentals	3
MA105 Basic College Mathematics	3
MA115 Business Problem Solving	3
MA119 Intermediate Algebra	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3

MA201 Discrete Mathematics (required for B.S. Computer Science)	3
PED200 Principles of Health and Wellness	3
REQUIRED COURSES (81 credit hours)	
IS101 Introduction to Computer Systems	3
IS116 Introduction to Computer Programming	3
IS108 Windows Operating System	3
SEC210 Introduction to Information Systems Security	3
SEC400 Introduction to Network Security	3
IS315 Networking and Telecommunications	3
PHI320 Computer Ethics	3
NET100 Introduction to Networking	3
NET202 Network Management	3
IS420 Business Process Management	3
IS318 Information Systems Analysis and Design	3
IS328 IT Hardware and Systems Software	3
IS308 Introduction to Information Systems	3
MIS350 Information Technology Project Management	3
SEC410 Network security with Lab	3
CS421 Operating Systems	3
IS400 Enterprise Information Systems	3
IS410 TCP/IP	3
IS499 Senior Research Project	3
NET200 Network Operating Systems	3
NET205 Introduction to Wireless Networks	3
NET210 Routing and Switching 1	3
NET212 Routing and Switching 2	3
NET315 Network Design and Analysis	3
NET320 Network Performance Tools	3
NET325 Mobile Computing and Devices	3
NET330 Intranets and Web Services	3

* Credit hours are equivalent to semester hours

MASTER'S PROGRAMS

American Sentinel University's graduate programs provide the best of traditional programs – experienced faculty, regular interaction with faculty and fellow students, and relevant content that is meaningful to students' careers – with the flexibility of an online program. American Sentinel University's students bring significant work experience to the programs and seek to enhance their existing careers.

American Sentinel University offers the following graduate-level programs:

- Master of Business Administration
- Master of Business Administration Health Care
- Master of Science Business Intelligence
- Master of Science Computer Science
- Master of Science Information Systems
- Master of Science Nursing

Master of Business Administration (MBA)

The MBA program is designed for working professionals seeking to develop their business and leadership skills. The American Sentinel business administration degree online teaches students to evaluate and apply a firm's resources and core competencies to its business environment, match its resources to the long-term mission and vision of the organization, and integrate its business processes to gain a competitive advantage. A bachelor's degree is required for admission into the MBA program.

Graduates of the MBA program will be able to:

- Assume roles as leaders in contemporary global business operations.
- Effectively manage team performance in diverse organizational environments.
- Use theoretical knowledge and contemporary research for evidence-based decision-making.
- Lead others in the acceptance of accountability, responsibility and stewardship for an organization's action and judgments.
- Develop an awareness of organizational and personal values and ethics and the impact of these on organizational decision-making.
- Demonstrate a working knowledge of management, business law, human capital management, organizational leadership, quantitative reasoning, economics, accounting, operations management, corporate finance, marketing and strategic planning.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>

Curriculum

Completion of the MBA degree requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill MBA course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

<i>REQUIRED COURSES (36 credit hours)</i>	<i>Credit hours*</i>
ACC510 Financial and Managerial Accounting	3
FIN500 Corporate Finance	3
ECN540 Managerial Economics	3
MGT510 Organizational Behavior	3
MGT520 IT for Business Management	3
MKT530 Marketing Management	3
MGT550 Human Resource Management	3
STR570 Introduction to Strategic Management	3
MGT580 Strategies for Change	3
BUSI500 Overview of Business Intelligence	3
BUSI530 Business Performance Management	3
STR599 Strategic Capstone Research Project	3

* Credit hours are equivalent to semester hours

Master of Business Administration Health Care

The MBA Health Care is designed for professionals seeking to lead in a rapidly growing and changing industry. The health care management degree program is adapted to teach the MBA curriculum as it applies to the health care sector. Students will learn the skills required for senior managerial positions in health care and how to apply business fundamentals to the health care industry. A bachelor's degree is required for admission into the MBA Health Care program.

Graduates of the MBA Health Care will be able to:

- Assume roles as leaders and collaborators with other professionals and communities in planning, providing and improving health care services and systems.
- Effectively manage the performance of health care professionals in diverse organizational environments.
- Integrate multiple functional and professional perspectives to create innovative solutions to complex problems.
- Use theoretical knowledge and contemporary research for evidence-based decision-making.
- Lead others in the acceptance of accountability, responsibility and stewardship for an organization's action and judgments.
- Address the legal, regulatory and ethical challenges of the health care industry.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=23>

Curriculum

Completion of the MBA Health Care degree requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill MBA Health Care course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

<i>REQUIRED COURSES (36 credit hours)</i>	Credit hours*
ACC510 Financial and Managerial Accounting	3
HCA520 Modern Organizations and Health Care	3
N525 Human Resource Management	3
HCA525 Statistics for Health Care Administration	3
HCA538 Health Care Information Resources Management	3
HCA515 Health Care Marketing	3
HCA560 Performance Improvement in Health Care	3
HCA510 Health Services Management	3
HCA530 Health Care Financial Management	3
HCA542 Health Care Strategic Management	3
HCA550 Risk Management for Health Care Organizations	3
HCA599 Health Care Management Capstone	3

* Credit hours are equivalent to semester hours

Master of Science Nursing

The curriculum of the MSN degree program is based on contemporary issues in health care today. Nurses study the improvement of health care, creating quality patient outcomes and how to foster strategic change in the health care delivery system. Embedded in the American Sentinel nursing curriculum is an emphasis on quality of care as guided by nursing-sensitive indicators. MSN students must choose one of five specializations:

- Nursing Management and Organizational Leadership – Prepares staff nurses to assume a broader executive role in nursing management within a health care organization's administration.
- Case Management – Prepares students to assume managerial positions in health care systems, insurance and health maintenance organizations and specialty case management agencies.
- Nursing Education – Develops experienced nurses into educators within clinical environments or within traditional and non-traditional schools offering nursing training and degree programs.
- Nursing Informatics – Develops students' expertise in clinical and administrative systems, data management and data mining to improve patient care delivery and information systems project management.
- Infection Prevention and Control – Prepares experienced nurses to create programs and monitor critical infection control indicators in health care delivery systems.

American Sentinel's MSN program is accredited by the Commission on Collegiate Nursing Education.

Graduates of the MSN program will be able to:

- Assume roles as leaders and collaborators with other professionals and communities in planning, providing and evaluating health care.
- Enhance professional nursing practice through research and evidence-based practice.
- Use theoretical knowledge to guide advanced practice nursing.
- Conduct advanced practice research and leverage insights.
- Create new nursing models that expand the role of citizens in global society.
- Evaluate health policies and economics.

MSN, Management and Organizational Leadership

The nursing management and organizational leadership specialization is designed for experienced professionals seeking to develop their nursing leadership skills. The nursing leadership specialization prepares students to advance their leadership and management abilities and work toward the achievement of optimal health in the dynamic health care system. Through case studies and hands-on course work, nurses examine the various human resource challenges facing an organization as well as the dynamic nature of the strategic planning and management processes. Courses cover long-range planning, including budgeting, analysis, reporting and developing a capital budget. Students are prepared for careers in nursing administration and health information management where they will manage resources, collaborate with a variety of other professionals and apply technology, information systems and critical thinking to their jobs.

Graduates of the MSN program, nursing management and organizational leadership specialization, will be able to:

- Propose new organizational structures and policies to address organizational issues.
- Develop strategic, operational and financial planning documents.
- Interpret labor laws and union bargaining agreements to plan for human resource initiatives.
- Adapt leadership theory to personal leadership style.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=21>

Curriculum

Completion of the MSN, nursing management and organizational leadership specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES (36 credit hours)	
Core Courses (18 credit hours)	
COURSES	Credit hours*
N500 Health Care Systems	3
N505 Theoretical Foundations	3
N510 Diverse Populations and Health Care	3
N515 Research Design	3
N520 Introduction to Modern Organizations and Health Care	3
N550 Legal and Ethical Issues in Health Care Management	3
Nursing Management and Organizational Leadership Specialization (18 credit hours)	
N525 Human Resources Management	3
N530 Leadership in Health Care Organizations	3
N535 Health Care Informatics	3
N540 Health Care Finance and Economics	3
N545 Health Care Strategic Management and Planning	3
N555 Strategic Capstone Seminar	3

* Credit hours are equivalent to semester hours

MSN, Case Management

With the growing complexities and costs of health care in the United States, the demand for nurses prepared as case managers is accelerating dramatically. Case management is the collaborative process of assessment, planning, facilitation and advocacy of patients' options and services. Case management jobs are available in hospitals, skilled nursing facilities, outpatient and rehabilitation centers, and in home health care.

The American Sentinel MSN specialization, case management, prepares students to be professional nurse case managers responsible for the advocacy of improving clinical outcomes. This is accomplished by effectively balancing efficiency, patient satisfaction and the cost of delivery. The program is ideal for nurses who want to start their own case management businesses. The specialization teaches nurses to deliver personalized services to patients to improve their care. The nursing leadership program focuses on understanding patient referrals, planning and delivery of care, evaluation of patient results, and the evaluation of overall program effectiveness.

The specialization builds upon the standards of the Case Management Society of America core curriculum, with additional emphasis on distance client management using technology. Professors introduce students to the process of life care planning.

Graduates of the MSN program, case management specialization, will be able to:

- Analyze the role of nurse case management within an interdisciplinary team.
- Adhere to the nursing process, which includes theories of quality improvement, patient outcomes and client plan development.
- Identify patient care innovations, collect data about patient outcomes, and evaluate outcomes for continued care or revisions of care.
- Analyze the financial and ethical aspects of patient care in various settings.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=17>

Curriculum

Completion of the MSN, case management specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES (36 credit hours)	
Core Courses (18 credit hours)	
COURSES	Credit hours*
N500 Health Care Systems	3
N505 Theoretical Foundations	3
N510 Diverse Populations and Health Care	3
N515 Research Design	3
N520 Introduction to Modern Organizations and Health Care	3
N550 Legal and Ethical Issues in Health Care Management	3
Case Management Specialization (18 credit hours)	
N508 Clinical and Administrative Systems	3
N541 Concepts of Case Management**	3
N542 Process of Case Management**	3

N543 Case Management and Evidence Based Practice	3
N544 Introduction to Life Care Planning**	3
N555C Case Management Capstone	3

* Credit hours are equivalent to semester hours

**Students with CCMC Certification will receive credit for N 541 and N 542. After successful completion of a Life Care Plan, students may also challenge credit for N 544.

MSN, Nursing Education

The American Sentinel MSN, nursing education online specialization, is designed for experienced nurses who wish to pursue educator roles within a clinical environment or become faculty members at traditional or non-traditional schools of nursing. The specialization emphasizes curriculum development, teaching various learning styles and teaching via distance technology. Students may choose between two capstone courses: Academic Program Leadership or Educational Leadership. The Academic Program Leadership capstone is for students interested in leadership positions in academic environments and has a special emphasis on institutional and programmatic accreditation. The Educational Leadership capstone is for students who wish to continue their education in doctoral studies with the ultimate goal of becoming a faculty member at a university or college.

Graduates of the MSN program, nursing education specialization, will be able to:

- Design curriculum and develop guidelines for curriculum development, implementation and evaluation.
- Evaluate emerging trends in technology and computer-assisted educational programs.
- Develop assessment and performance evaluations of individual students.
- Develop a plan for evaluating program effectiveness in an academic or institutional setting.
- Analyze problem-based nursing education and clinical-based competency assessments.
- Analyze standards for national and regional accreditation, as well as those for specific health specialties.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=19>

Curriculum

Completion of the MSN, nursing education specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES (36 credit hours)	
Core Courses (18 credit hours)	
COURSES	Credit hours*
N500 Health Care Systems	3
N505 Theoretical Foundations	3
N510 Diverse Populations and Health Care	3
N515 Research Design	3
N520 Introduction to Modern Organizations and Health Care	3
N550 Legal and Ethical Issues in Health Care Management	3
Nursing Education Specialization (18 credit hours)	

N531 Curriculum Design and Learning Outcomes	3
N532 Teaching to Diverse Learning Styles	3
N533 Assessment of Learning	3
N534 Distance Education	3
N537 Organizational Dynamics of Higher Education	3
N555E Nursing Education Capstone - Academic OR N555EL Nursing Education Capstone - Educational Leadership	3

* Credit hours are equivalent to semester hours

MSN, Nursing Informatics

The American Sentinel MSN, nursing informatics specialization, prepares experienced nurses to manage health information systems critical to the mission of health care delivery systems. Nurses will develop expertise in clinical and administrative systems, data management and data mining for improved patient care, and information systems project management. The specialization emphasizes understanding the infrastructure necessary to improve practice while safeguarding the security and privacy of data. Graduates will be prepared to assume critical roles managing health information systems in ambulatory, acute and long-term care settings, as well as the public health environment.

Graduates of the MSN program, nursing informatics specialization, will be able to:

- Utilize health care informatics in health care agencies and institutions.
- Evaluate the tools that acquire, process and report clinical and financial information.
- Demonstrate data mining skills using algorithms and other analytical methods that identify key business processes and target opportunities in patient safety.
- Develop a detailed project management plan for evaluating, contracting, and implementing new technologies in health care organizations.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=20>

Curriculum

Completion of the MSN, nursing informatics specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES (36 credit hours)	
Core Courses (18 credit hours)	
COURSES	Credit hours*
N500 Health Care Systems	3
N505 Theoretical Foundations	3
N510 Diverse Populations and Health Care	3
N515 Research Design	3
N520 Introduction to Modern Organizations and Health Care	3
N550 Legal and Ethical Issues in Health Care Management	3
Nursing Informatics Specialization (18 credit hours)	
N508 Clinical and Administrative Systems***	3
N535 Health Care Informatics	3

BUSI510 Data Mining	3
IS550 Project and Change Management	3
IS555 Information Security and Privacy in Health Care Environments	3
N555I Informatics Capstone	3

* Credit hours are equivalent to semester hours

*** Students with certifications from Cerner Corporation Education Services may be eligible for Prior Learning Assessment credits.

MSN, Infection Prevention and Control

The American Sentinel MSN, infection prevention and control specialization, prepares experienced nurses create programs and monitor critical infection control indicators in health care delivery systems. Students will develop expertise in epidemiology, data management and data mining that improves patient care and develops infection prevention and control polices to ensuring patient safety. The specialization emphasizes understanding the infrastructure necessary to improve practice while safeguarding the security and privacy of data. Graduates will be prepared to assume critical roles managing health risk and safety systems in ambulatory, acute and long-term care settings, as well as in the public health environment.

American Sentinel's MSN, infection prevention and control specialization, was created using guidelines from the Certification Board for Infection Control and Epidemiology and the Quality and Safety Education for Nurses guidelines sponsored by the Robert Wood Johnson Foundation.

Graduates of the MSN program, infection prevention and control specialization, will be able to:

- Apply principles of epidemiology to environmental risk assessment.
- Develop a comprehensive infection prevention and control program.
- Create infection prevention and control guidelines.
- Design a surveillance system.
- Analyze and interpret infection control data.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=18>

Curriculum

Completion of the MSN, infection prevention and control specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES (36 credit hours)	
Core Courses (18 credit hours)	
COURSES	Credit hours*
N500 Health Care Systems	3
N505 Theoretical Foundations	3
N510 Diverse Populations and Health Care	3
N515 Research Design	3
N520 Introduction to Modern Organizations and Health Care	3
N550 Legal and Ethical Issues in Health Care Management	3

<i>Nursing Infection Prevention and Control Specialization (18 credit hours)</i>	
EPI500 Principles of Epidemiology***	3
BIO501 Identification of the Infectious Disease Process***	3
N570 Infection Prevention and Control**	3
N571 Design of a Surveillance System	3
N572 Collection and Interpretation of Surveillance Data	3
N555IC Infection Control Capstone	3

* Credit hours are equivalent to semester hours

***Students with certification from the Certification Board of Infection Control and Epidemiology will be awarded credit for EPI 500, BIO 501 and N 570.

Master of Science Business Intelligence

American Sentinel was one of the first online or traditional universities in the nation to offer a Master of Business Intelligence degree. We recognized that business intelligence was a key component in many emerging and growing business trends, including green computing, social networking, data visualization, mobile computing, predictive analytics, composite applications and cloud computing. American Sentinel created a cutting edge business intelligence degree program that prepares students to understand and apply technologies that identify, extract and analyze business data. The program teaches students to quantify business operations and use data to understand and improve them. A bachelor's degree is required for admission into the M.S. Business Intelligence program.

Graduates of the Master of Science Business Intelligence will be able to:

- Assume roles as leaders in contemporary business operations.
- Use theoretical knowledge and contemporary research to guide organizational leadership.
- Provide application recommendations for the functional areas of business intelligence.
- Apply sound analytical skills and business principles to operational and strategic decision-making.
- Develop sound financial planning, reporting and information models that satisfy regulations such as Sarbanes-Oxley.
- Create corporate dashboards utilizing key performance indicators that employees can use to improve day-to-day business operations.
- Use a framework such as Six Sigma to analyze all aspects of business operations as well as find and implement quality-control improvements and efficiencies.
- Develop policies and procedures that minimize the impact of business interruptions.
- Incorporate ethical principles into business strategies and project management.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>

Curriculum

Completion of the M.S. Business Intelligence degree requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill M.S. Business Intelligence course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

REQUIRED COURSES (36 credit hours)	Credit hours*
BUSI500 Overview of Business Intelligence	3
BUSI510 Data Mining	3
BUSI520 Balanced Scorecards and Performance Dashboards	3
BUSI530 Business Performance Management	3
BUSI540 Customer Relationship Management	3
BUSI550 Business Intelligence Tools	3
IS515 Data Management	3
MGT540 Strategic Management of Technology and Innovation	3
IS550 Project and Change Management	3
IS565 Decision Support and Intelligent Systems	3
IS575 Data Warehousing	3
BUSI599 Business Intelligence Capstone Project	3

* Credit hours are equivalent to semester hours

Master of Science Computer Science

The Master of Science Computer Science is ideal for students interested in building on their programming abilities to develop more of a theoretical understanding of programming languages. Our online master's degree computer science prepares students to apply technology to real-world systems and problems. Students gain knowledge in areas including algorithms, machine architecture, complex programming and software design. Students must also select one of the following specializations:

- Computer Networking
- Computer Programming
- Information Security

Graduates of the M.S. Computer Science program will be able to:

- Select appropriate numerical computation techniques, operating systems and programming languages for specific development requirements and constraints.
- Apply networking and database development concepts in programming solutions.
- Identify appropriate software engineering principles and methods for different development projects.
- Apply concepts of compiler design and parallel processing to software development.
- Identify problems, think analytically and recommend technology-based solutions to problems.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=25>

Curriculum

Completion of the M.S. Computer Science degree requires 39 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

M.S. Computer Science students must have computer science or computer engineering backgrounds to be successful. Students with a weak computer science background will be required to take up to five undergraduate prerequisite courses to ensure preparation to handle the rigors of the M.S. Computer Science. The number of prerequisite courses will be determined upon evaluation of transcripts and other

supporting documents submitted during the admissions process. Prerequisite courses cannot be used to fulfill any M.S. Computer Science course requirement and must be completed before beginning graduate coursework.

Required prerequisite courses may include: MA201 Discrete Mathematics; CS211 Computer Organization; CS310 Programming Language Concepts; CS320 Theory of Computation; and CS421 Operating Systems.

REQUIRED COURSES (39 credit hours)	
Core Courses (27 credit hours)	
COURSES	Credit hours*
CS511 Advanced Concepts of Computer Programming Languages	3
CS521 Computer Architecture	3
CS531 Advanced Concepts of Operating Systems	3
CS502 Algorithm Design and Analysis	3
CS541 Concepts of Communication Networks	3
CS551 Concepts of Database Systems	3
CS571 Concepts of Software	3
IS541 Organizational Behavior for Technology Professionals	3
CS699 Capstone Project	3
Networking Specialization (12 credit hours)	
CS600 Networking Architecture and Protocols	3
CS610 Network Design and Analysis	3
CS620 Network Performance Modeling	3
CS630 Multimedia Networking	3
Computer Programming Specialization (12 credit hours)	
CS561 Concepts of Artificial Intelligence	3
CS655 Distributed Systems	3
CS610 Network Design and Analysis	3
CS620 Network Performance Modeling	3
Information Security Specialization (12 credit hours)	
CS690 Penetration Testing	3
CS675 Authentication	3
CS680 Web Applications Security	3
CS685 Applied Cryptography	3

* Credit hours are equivalent to semester hours

Master of Science Information Systems

The Master of Science Information Systems teaches students the strategic skills needed to integrate an organization's information systems with its management goals. Information systems encompass not only the technology of an organization—which is typically implemented with the purpose of improving the organization's effectiveness and efficiency—they also comprise the people, hardware, software, communication devices and network resources that process data and information. American Sentinel's information systems master's degree produces information systems leaders capable of using information

systems to solve business problems. M.S. Information Systems students build on their bachelor's degree and gain the skills necessary to manage information systems resources in today's organizations.

Graduates of the M.S. Information Systems, program will be able to:

- Apply advanced information systems tools, techniques and methodologies to organizational problems.
- Identify long-term information technology needs through analysis of organizational structures and change initiatives.
- Organize the information technology function to inform the strategic planning process.
- Manage information systems development projects from inception to conclusion.
- Incorporate ethical principles into business strategies and project management.
- Identify organizational strategic advantages within an organization's information systems/IT function.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=26>

Curriculum

Completion of the M.S. Information Systems degree program requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill M.S. Information Systems course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

<i>REQUIRED COURSES (36 credit hours)</i>	Credit hours*
IS541 Organizational Behavior for Technology Professionals	3
IS515 Data Management	3
IS525 Data Communications and Networking	3
IS530 IT Metrics	3
IS535 Systems Analysis, Design, and Implementation	3
IS545 IT Governance and Compliance	3
IS550 Project and Change Management	3
IS560 Corporate Information Systems	3
IS565 Decision Support and Intelligent Systems	3
IS590 Strategic Information Systems Management	3
IS 595 Special Topics in Information Systems	3
IS599 Capstone	3

* Credit hours are equivalent to semester hours

DOCTORAL PROGRAM

Doctor of Nursing Practice Executive Leadership

The Doctor of Nursing Practice Executive Leadership program prepares master's-educated nurses and those with master's degrees in other disciplines (MBA, MHA, MEd) for leadership roles in a highly technology-focused health care system. The program develops five key competencies: leadership, business intelligence, finance, health policy and health services research. Students examine legislative policy issues and economics, build critical thinking skills and develop into more marketable leaders. The nursing leadership DNP program is ideal for executives and managers who currently hold or intend to pursue leadership positions in their careers.

Features of the Doctor of Nursing Practice Executive Leadership include:

- Two-years, 42 credit hours.
- Discussion of application theory and evidence-based practice in the workplace.
- Eight-week courses with two-week breaks in between.
- Capstone projects that help students define their academic goals.
- One 10-day residency per year at American Sentinel in Denver, Colorado (two residencies total, which take place at the beginning of each year of the program).
- Bridge program that allows non-MSNs to join the program.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=16>

Eligibility: The program is open to nursing executives who have at least three years of senior leadership experience. Students with master's degrees in other disciplines (MBA, MHA, MPH, MEd, etc.) and three years of advanced practice of nursing leadership may enter into a six-credit bridge, then move directly into the DNP Executive Leadership program. No GRE or other placement testing is required.

Graduates of the DNP Executive Leadership program will be able to:

- Lead complex organizations through strategic decision-making and change implementation.
- Assume roles as leaders and collaborators with other professionals and communities in evaluating, planning, providing and evaluating health care.
- Create new models to explain, predict and improve the performance of organizations.
- Enhance professional nursing practice through the generation of research and evidence-based practice.
- Utilize health information technology to analyze meaningful data that informs leadership.
- Utilize theoretical knowledge, data and best-practice research to create strategic plans for organizational change.
- Collaborate with others in research activities and utilize knowledge gained to create improved models of care and organizational performance.
- Lead other nursing professionals in the acceptance of accountability and responsibility for one's own professional judgment and actions.
- Create new models for nursing in a global society.
- Develop health policy that considers environmental, social justice, consumer and other issues.

Curriculum

Completion of the DNP Executive Leadership degree requires 42 credit hours. The expected length of the program is two years. The program is structured to have two on-site residencies, with the remainder of courses offered online in eight week modules. No doctoral level courses will be accepted for transfer. All credit hours must be taken at American Sentinel University.

<i>REQUIRED COURSES (42 credit hours)</i>	Credit hours*
N700 Leadership: Setting the Example	3
N705 Health Policy	3
BUSI700 Business Intelligence	3
N715 Quality Management Techniques	3
N720 Health Care Finance	3
N725 Health Services Research	3
HCA725 Statistics for Health Care Administrators	3
N735 Contemporary Use of Health Information Technology	3
N740 Capstone Project I	3
MA700 Advanced Statistics or N741 Qualitative Research Methods	3
N745 Strategic Leadership	3
N760 Strategic Planning	3
N765 Capstone Project II	3
N770 Capstone Project III	3

* Credit hours are equivalent to semester hours

CERTIFICATE PROGRAM

INFECTION PREVENTION AND CONTROL

Health professionals who manage infectious diseases and to control the outbreak or spread of these diseases such as physicians, respiratory therapists, medical equipment managers, operating room technicians, public health workers, dietitians, and nurses, can take the five-course certificate program in infection prevention and control. Multi-disciplinary teams are needed in health care settings to stem the epidemic of hospital acquired infections and develop comprehensive infection prevention programs. The core knowledge in this program is based on the latest evidence and recommendations of the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), the Institute for Health care Improvement (IHI), and the American Society of Infection Control Professionals (APIC). Teams are being brought together in acute care, long-term acute care, rehabilitation, and long-term care settings to address these issues. This program provides education on the requisite skills to be an effective member of these teams.

Purpose of the Certificate Program:

The purpose of the Certificate Program is to educate health professionals on the principles of infectious disease and to promote the principles of infection prevention and control in health settings and the community at large.

Goals and Objectives:

- Apply principles of epidemiology to environmental assessment of risk.
- Develop a comprehensive infection prevention and control program.
- Create infection prevention and control guidelines.
- Design a surveillance system.
- Analyze and interpret infection control data

<i>REQUIRED COURSES (15 credit hours)</i>	Credit hours
EPI500 Principles of Epidemiology	3
BIO510 Identification of Infectious Disease Processes	3
N570 Infection Prevention and Control	3
N571 Design of a Surveillance System	3
N572 Collection and Interpretation of Surveillance Data	3

Students pay the posted credit hour fee for graduate courses and upon successful completion of the certificate program will earn 15 graduate semester credits.

ACADEMIC CALENDAR AND TUITION

Academic Year

American Sentinel University's Academic Year is 32 weeks long, consisting of two consecutive 16 week semesters. Each semester includes two consecutive 8 week terms.

2012 Academic Calendar

Term	Start date	End date
January	1/16/2012	3/11/2012
February	2/13/2012	4/8/2012
March	3/19/2012	5/13/2012
April	4/16/2012	6/10/2012
May	5/14/2012	7/8/2012
June	6/18/2012	8/12/2012
July	7/16/2012	9/9/2012
August	8/13/2012	10/7/2012
September	9/17/2012	11/11/2012
October	10/15/2012	12/9/2012
November	11/19/2012	1/13/2013
December	12/17/2012	2/10/2013

2012 Tuition and Fees

Associate Programs

Tuition: Multi Course/Credit Hours Plan (12 credit hour commitment)	
Tuition per credit hour	\$350
Total number of credit hours	66
Total tuition	\$5,250 - \$23,100 depending on the number of transfer credits
Fees	
Application fee	\$0
Course extension fee	\$65
Late course registration fee	\$50
Prior learning assessment fee (per course)	\$300
Test out fee (per test)	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$100
Reinstatement fee	\$150
American Sentinel University Transcript fee (for each transcript requested)	\$10 per request
New student fee	\$95
Resource fee: semester students	\$55 per semester
Resource fee: term students	\$55 per 12 credit hours
Other Costs	
**Books	New books cost approx. \$150 per course Student may purchase used books

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their Tuition and credit hour requirements.

Bachelor's Programs

	Bachelor's programs	RN to BS Nursing
Tuition: Multi Course/Credit Hours Plan (12 credit hour commitment)		
Tuition per credit hour	\$350	\$380
Total number of credit hours	120	30
Total tuition	\$14,000 - \$42,000 depending on the number of transfer credits	\$11,400
Fees		
Application fee	\$0	\$0
Course extension fee	\$65	\$65
Late course registration fee	\$50	\$50
Prior learning assessment fee (per course)	\$300	\$300
Test out fee (per test)	\$300	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$100	\$100
Reinstatement fee	\$150	\$150
American Sentinel University Transcript fee (for each transcript requested)	\$10 per request	\$10 per request
New student fee	\$95	\$95
Resource fee: semester students	\$55 per semester	\$55 per semester
Resource fee: term students	\$55 per 12 credit hours	\$55 per 12 credit hours
Other Costs		
**Books	New books cost approx. \$150 per course. Student may purchase used books	

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their Tuition and credit hour requirements.

Master's Programs

	Master's Technology programs	MBA, MBA Health care & MSBI	MSN
Tuition: Multi Course/Credit Hours Plan (9 credit hour commitment)			
Tuition per credit hour*	\$420	\$450	\$460
Total number of credit hours	36 - 39	36	36
Total tuition	\$7,650 - \$16,380 if no pre-requisite courses and depending on the number of transfer credit hours	\$8,100 - \$16,200 depending on the number of transfer credit hours	\$8,280-\$16,560 depending on the number of transfer credit hours
Fees			
Application fee	\$0	\$0	\$0
Course extension fee	\$65	\$65	\$65
Late course registration fee	\$50	\$50	\$50
Prior learning assessment fee (per course)	\$400	\$400	\$400
Test out fee (per test)	\$400	\$400	\$400
Graduation fee (payable 2 weeks prior to graduation)	\$100	\$100	\$100
Reinstatement fee	\$150	\$150	\$150
American Sentinel University Transcript fee (for each transcript requested)	\$10 per request	\$10 per request	\$10 per request
New student fee	\$95	\$95	\$95
Resource fee: semester students	\$55 per semester	\$55 per semester	\$55 per semester
Resource fee: term students	\$55 per 12 credit hours	\$55 per 12 credit hours	\$55 per 12 credit hours
Other Costs			
**Books	New books cost approx. \$150 per course. Student may purchase used books		

Doctoral Program

	Doctor of Nursing Practice Degree
Tuition per credit hour	\$540
Total number of credit hours	42
Total tuition	\$22,680
Fees	
Application fee	\$0
Course extension fee	\$65
Graduation fee (payable 2 weeks prior to graduation)	\$100
Reinstatement fee	\$150
American Sentinel University Transcript fee (for each transcript requested)	\$10 per request
DNP resource fee	\$495 per year
DNP Capstone fee	\$1,800
Other Costs	
**Books	An estimated cost of textbooks and other learning materials required for the program is \$2,500.
Residency	DNP students are required to attend two ten-day residencies. Estimated costs for hotel, meals, travel for both residencies are \$5,000.

* All credit hours are equivalent to semester units

**Students are not required to purchase books and materials directly from the University.

The University reserves the right to adjust the tuition and fees charged for future Semesters. Notice of any tuition and fees adjustment will be sent electronically and/or mailed to currently enrolled students 60 days prior to the effective date of the adjustment.

Students in the DNP are assessed a capstone fee when they begin the capstone process. During the capstone process students work with a committee that includes a mentor and two faculty members who provide students with individualized and expert guidance as they work on each of the key stages of the Capstone project: topic selection & focus, proposal development & defense, IRB application, project implementation & analysis and final paper & defense.

ACADEMIC POLICIES

Academic Policy Authority

Policy Review and Modification

American Sentinel University's academic policies undergo periodic review by the provost, the deans and representatives of the faculty to ensure they are consistent with administrative policy and meet the requirements of applicable oversight agencies. The Academic Policy Committee approves all changes to academic policies. Questions regarding the interpretation of academic policies should be submitted to the provost.

Authority for Making Exceptions

The provost is responsible for communicating, interpreting and ensuring the implementation of the university's academic policies. The provost is also responsible for determining how to proceed when an issue is not directly addressed in the academic policies or whether conditions warrant an exception to an existing policy.

Only the provost may approve an exception to an academic policy. All policy exceptions must be in writing and placed in the student's official file. Documentation should include the following:

- Name and title (or student ID) of the person requesting the exception
- Date of the request
- Description of the requested exception
- Reason for the exception

Academic Integrity

The students, faculty and staff of American Sentinel University uphold an ethical and professional obligation to provide each student the opportunity to develop and pursue his or her educational goals. However, our university is governed by institutionally established regulations of student behavior that protect such individual freedoms of educational pursuit, provided students demonstrate honesty, integrity and respect for the preservation, communication and pursuit of knowledge. Any action not consistent with such principles is unacceptable and subject to corrective actions that may include dismissal from the university.

Plagiarism

Academic honesty is required of all students. A student must always submit work that represents his or her original words or ideas. If any words or ideas are used that are not his or her own, the student must cite all relevant sources. The student should also make clear the extent to which such sources were used. Words or ideas that require citations include, but are not limited to, all hard copy or electronic publications, whether copyrighted or not, and all verbal or visual communication that originates from an identifiable source. Words and ideas require citations if used by someone other than the original author.

Academic dishonesty includes:

- Having a tutor or friend complete a portion of your assignment.
- Having a reviewer make extensive revisions to an assignment.
- Copying information from the Internet without citing the source.
- Copying work submitted by another student.
- Using information from Internet information services without proper citation.

The university encourages students to use the service TurnItIn (www.turnitin.com) prior to submitting writing assignments to check for proper citations. Faculty members also use this service when there is a question regarding plagiarism. Penalties for plagiarism may lead to dismissal from the university.

Citation Guide

In March 2009, American Sentinel University adopted the *Publication Manual of the American Psychological Association* (APA) style as our official citation reference guide. Students are referred to the student resource website as well as to resources identified in the individual classes for support.

Academic Records

American Sentinel University generates and collects academic records to advise students about their admissions status, their academic progress, and to understand the overall effectiveness of their academic effort. The university is responsible for maintaining the integrity and confidentiality of these documents, retaining them for the appropriate period of time, assuring their validity and keeping them secure. Accessing, copying, transferring or destroying student academic records must be carried out in strict compliance with applicable federal and state regulations, including the Family Educational Rights and Privacy Act (FERPA) of 1974. The document retention policy is designed to ensure that only pertinent and necessary records are kept.

Academic Records Definitions

Academic records are all records directly related to the student and maintained by the school or a party acting for the school. Academic records include, but are not limited to:

- Academic transcripts from American Sentinel.
- Dates of attendance.
- Admission documents, including the application for admission, enrollment agreement, placement examination results, U.S. residency classifications (if applicable) or any other documentation required for admission.
- Academic achievement documents including proficiency examination results, prior college transcripts and transfer credit evaluation.
- Student status change forms: course adds/deletes, program changes, grade changes, course withdrawals, name changes, ID changes, school withdrawal forms and academic dismissal appeals.

Examples of Academic Management Records

- Class lists
- Class schedules
- Instructor grade records
- Periodic enrollment figures
- Satisfactory academic progress reports
- Student complaints

Document Retention

All records for applicants who do not enter school are kept for one year. Such records are not covered by FERPA. All academic records for matriculated students, including non-degree seeking students are kept on-site for a period of no less than five years from the last date of attendance. Academic records for matriculated students whose last date of attendance is more than five years ago may be housed off-site provided the site is deemed to be secure from fire, theft, water damage and other forms of damage or neglect. These records are kept indefinitely.

Academic management records will be retained according to the following guidelines:

- All faculty schedules are retained for three years.
- A final attendance report for each term will be retained for five years after the completion of that term. After the retention period, these reports may be discarded.
- Academic management records not otherwise described will be retained for five years.

The university keeps required records in hard copy or computer file, optical disc (CD/DVD) or other media formats provided that all record information is retrievable in a coherent hard copy format. Any document containing a signature, seal, certification or any other image or mark to validate its authenticity is maintained in original hard-copy form or in an imaged media format. All imaged media format used to maintain required records is capable of reproducing an accurate, legible and complete copy of the original document at approximately the same size of the original document when printed.

To prevent the unintended disclosure or destruction of student's private information, all academic records are kept in a secure, locked and fireproof location. Acceptable means of protection include fire-rated file cabinets, a secure vault and microfilm records, computer disc, backup tape, printout records (of digital records) or hard copies. The registrar keeps possession of the keys to the files.

Disposal of Sensitive Documents

All employees who handle sensitive or confidential documents must use discretion in viewing, copying, transferring and destroying these documents. No documents other than the exceptions following are to be destroyed, deleted or removed from any file. Exceptions include: purely personal documents, class materials and classroom work products, lesson plans, syllabi and exercises. Attendance records are kept. With these exceptions, no documents may be destroyed without the written approval of the provost.

Student Academic File Contents

In accordance with American Association of Collegiate Registrars and Admissions Officers (AACRAO) guidelines, student files contain the following documents:

- Acceptance letter
- Application for admission
- Enrollment agreements
- Name change authorizations
- Official transcripts from other colleges and evaluation of transfer credit
- Readmission forms
- RN licensure documentation
- TOEFL / IELTS reports for international students

Additionally, the following registration, attendance and academic progress records are maintained as part of the student's permanent file:

- Academic action authorizations (dismissal, etc.)
- Academic advising and/or appeal documentation
- Academic records
- Applications for graduation
- Applications for reentry
- Changes of course (add/drop forms)
- Changes of grade forms
- Credit by examination reports/scores (CLEP, AP)
- Disciplinary action documents (are kept in a file separate from the student's academic record)
- FERPA documents
- Final transcript of the student's academic record
- Relevant correspondence
- Student disclosure form
- Transcript requests

- Transfer credit evaluations
- Withdrawal authorizations

Academic Transcripts

An academic transcript is an official and complete copy of a student's academic work, which includes any official academic actions or changes, such as degrees, transfers or proficiency credit, special academic status, honors, withdrawals or dismissals. All permanent academic records including transcripts are maintained by the university registrar.

University Transcripts

Students may obtain official or unofficial copies of their transcripts:

- Official transcripts – Printed on security paper, forwarded to a third party and signed and embossed by the university registrar. Official copies may be issued to the student, but will be stamped "Issued to Student."
- Unofficial transcripts – Marked unofficial and printed on standard photocopy paper.

The reverse side of the transcript contains a key or legend of terms and definitions, which help clarify the information contained in the transcript. The key may contain, define or describe:

- Academic calendar (and its definition)
- Date of last revision to the key
- Definition of academic terms
- FERPA re-disclosure statement
- Grading system
- Institutional policy on recording all courses attempted
- Institutional policy on withdrawals, transfer credits, incompletes and repeated courses
- Method of certification as an official transcript (card stock used, embossed seal, etc.)
- Method of GPA calculation
- Name, address and telephone number of the institution
- Unit of credit definition
- Warning against alteration or forgery

External Transcripts and Records

External transcripts and records, such as high school or GED transcripts, transcripts from other colleges or universities and other official records, are retained as part of a student's permanent record. Access is limited to authorized school employees. These records become the property of American Sentinel University.

Student Name Changes

Students requiring a name change after applying to American Sentinel must submit one of the following documents:

- Certified copy of marriage license
- Court order or dissolution decree
- Court-filed name change documents

Non-U.S. citizens may submit a current passport or official proof of identity. Name changes can only be processed for current students. Former students, including those who have graduated, cannot change the name on their official university records, including their diploma.

Access to Student Academic Records

All student education records are protected by the Family Education Rights and Privacy Act of 1974 (FERPA). Education records are all records directly related to the student.

Student FERPA Rights

FERPA affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education record(s) within 45 days of the day the registrar receives a written request for access identifying the record(s) the student wishes to inspect. The school will make arrangements for access and notify the student of the time and place where the records may be inspected. Students may obtain copies of their education records for a nominal charge.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading or in violation of their privacy rights. A written request for amendment that fully describes the specific reason(s) for the requested change must be given to the registrar. Following review, the student will be informed of any amendments or denials of amendment to his or her education records, including a detailed explanation for the decision rendered. Students have a right to a hearing regarding the request for amendment by making a written request to the Grievance and Appeals Committee and presenting evidence relevant to the disputed issues. All decisions made by the Grievance and Appeals Committee are final. Copies of all requests and written documentation regarding the contents of a student's education record will be retained as part of that student's permanent record.
3. The right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
4. The right to file a complaint with the U.S Department of Education concerning alleged failures of the university to comply with the requirements of FERPA. The office that administers FERPA is:

Family Policy Compliance Office
U.S Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520

Disclosure Without Consent

In specific circumstances, FERPA authorizes disclosure of personally identifiable information from educational records without the prior written consent of the student. One such circumstance is disclosure to school officials with legitimate educational interests. A school official is a person employed by a school in an administrative, supervisory, academic, research or support staff position, or a member of the Board of Trustees. A school official has legitimate educational interest if the official needs to review education records in order to fulfill his or her professional responsibility. Other instances where student information may be disclosed without the permission of the student include, but are not limited to:

- Disclosure made to authorized representatives of the U.S. Department of Education, the Office of the Inspector General, accreditation and licensure agencies, and state and local education authorities.
- Disclosure in connection with financial aid for which the student has applied.
- Disclosure made to the student's parent(s) if the student is a dependent (as defined by the U.S. Internal Revenue Service).
- Disclosure made to organizations that are conducting studies concerning the administration of student aid programs on behalf of educational agencies or institutions.

Record of Disclosures

The registrar maintains a record of each request for access and each disclosure of personally identifiable information from the education records of each student. This record shall be maintained with the education records of each student and will include the parties who have requested or received information and the legitimate interests the parties had in requesting or obtaining the information.

The university is not required to keep record of disclosures made to:

- The student.
- Any school official with a legitimate educational interest.
- Any party with written consent from the student.
- Any party receiving records as directed by law enforcement subpoena whereby the court has ordered that the existence of the subpoena not be disclosed.

Compliance with Jacob Wetterling Act and the Campus Sex Crimes Prevention Act

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 was an amendment to the Jacob Wetterling Act of 1998. CSCPA requires registered sex offenders to report enrollment or employment at institutions of higher education. Those seeking to obtain information about registered sex offenders should visit www.snopr.gov. If state officials notify an educational institution of information concerning registered sex offenders, FERPA does not prevent educational institutions from disclosing such information.

Attendance and Participation Policy

Students are graded on weekly participation for the academic week, which starts on Monday at 5:00 a.m. and runs through the following Monday at 4:59 a.m. (seven full days). To confirm that students have started a course, they must post during the first week of the course. To accommodate students who add a course on the last day of the free add/drop period, the first week of each term (for purposes of student participation) will be extended 24 hours to the following Tuesday at 4:59 a.m.

Attendance

American Sentinel takes attendance at the start of each term/semester. This is designated as the census date. To be counted in attendance for census purposes, a student must post to the online classroom at least once in the first week. Students receiving federal financial aid who fail to post a substantive comment during week one will not be counted in attendance and will be administratively withdrawn from the class.

Add/Drop

Students may add or drop a course during the first week of the semester. Students wishing to add or drop after the first week of the semester must contact their student academic advisor.

Participation

Active student and faculty participation in the online classroom results in a rich educational experience for all students. Meaningful participation in the classroom discussions is expected and is graded. Failure to participate in the online discussions will impact the grade for the course. Active-duty military should discuss any limitations on participation with the instructor.

College Success

One of the goals of the university is to help students achieve success by providing skills-enhancement training when necessary. Students with developmental needs must begin their skills-enhancement courses during their first term of study and may take other courses concurrently, provided they meet any prerequisites. Failure to complete a developmental studies course successfully after two attempts will

result in academic dismissal. Successful completion of a developmental studies class (099 level course) requires a final grade of 70 percent or better.

Standard Period of Non-Enrollment (SPNE)

Students may take up to four months off from their studies, but must notify the university beforehand and indicate when they plan to return by completing a Standard Period of Non-Enrollment (SPNE) form. Students who fail to notify the university of their plans to take a break from their studies or take more than four months off (and subsequently return) will be required to pay a reinstatement fee to resume their enrollment.

Filing the SPNE form does not extend the expiration date of a multi-course plan, whereby students purchase multiple courses upfront. Students who do not believe they can complete all of the courses in their multi-course plan prior to the expiration date should request a refund before taking time off on a standard period of non-enrollment.

Students who fail to return following a standard period of non-enrollment will be administratively withdrawn.

Accommodations for Students with Disabilities

American Sentinel University is an Equal Opportunity Educational institution and is committed to providing access to students with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990 (ADA).

Applicants, prospective students or current students with disabilities have the following rights and responsibilities:

- have the right to equal access to all programs.
- disability records will be maintained separately from academic records; disability records will be used solely to determine appropriate services.
- have the responsibility to give advance notification of accommodations needed prior to the beginning of training.
- have the responsibility to submit both documentation of their disability and a request for services.
- have the responsibility to initiate the request for services or accommodations; requests should be addressed to the University President; students must communicate to the University President or designated members of the University staff the nature of their disability and any necessary and reasonable accommodations to allow them full participation in programs.
- students must meet the requirements of the academic program with or without reasonable accommodation.

Students are encouraged to disclose and submit a special needs request for any disability requiring accommodation immediately following enrollment and prior to starting classes. Once the university's review has been completed and reasonable accommodations have been determined, an appropriate start date can be determined to begin his/her education.

Any interruption in education may affect the student's eligibility for Financial Aid.

All students seeking accommodation under Section 504 of the Rehabilitation Act or the ADA must submit documentation of physical or mental disability from qualified medical or testing personnel. Expenses incurred in obtaining such documentation are the responsibility of the student. The following documentation should be forwarded to the University President upon admission or at any time concurrent with a request for accommodations:

For physical disabilities:

- A statement of the physical impairment from a licensed health care professional who is qualified and currently or recently associated with the student.
- A statement as to how the student is limited in functionality in a major life activity.
- Recommendation as to reasonable accommodations for the classroom.
- In the case of hearing impairment, the student should also submit a report from an audiologist that includes the results of an audiogram, type of hearing loss (conductive, sensor, or neural) and the degree of the hearing loss. (for resident programs)

For mental disabilities:

- A statement or report from a licensed psychologist or psychiatrist that includes the items detailed below.
- Statement of DSM-IV condition or impairment.
- Summary of assessment procedures used to make the diagnosis.
- Description of present symptoms and fluctuating condition symptoms in relation to the impairment.
- Current medications and side effects.
- A description of functional limitations in a major life activity.
- Recommendations as to reasonable accommodations for the classroom and clinical setting.

For learning disabilities:

- A diagnostic interview by a qualified evaluator that includes historical information of learning difficulties in elementary, secondary and post-secondary education.
- A comprehensive diagnostic interview that addresses relevant background information supporting the impairment, including developmental history, academic history, and psychosocial history.
- A record of comprehensive testing that is current (within past 2 years and after age of 18).
- A description of functional limitations in a major life activity.
- Recommendations as to reasonable accommodations for the classroom and clinical setting.

If a student wishes to file a complaint regarding any disability discrimination, the student should notify the University President within ten calendar days. A hearing will be scheduled within seven calendar days of the notification at which time the student has the right to present further evidence and bring witnesses, if desired, to support their position. Students also have the right to file an ADA or Section 504 complaint with the State Office of Civil Rights (OCR).

Course Policies

Incompletes

Students who cannot complete their course work prior to the term or semester end date may request additional time from their professor if they have completed a minimum of 50 percent of the course. If approved by the professor, students will be assessed a fee of \$65. Only one request will be granted per course. Students will be given a maximum of 14 additional calendar days beyond the official published last day of the course to complete the course. Students will be notified by their professor if the additional time has been approved and a grade of I (incomplete) will be awarded (but not a letter grade).

Failure to complete all requirements for the course within the 14-day period will result in a final grade that incorporates grades of 0 for any incomplete assignments. If the student receives an F, the student will be required to re-enroll in the course and pay the appropriate tuition. If he or she earns a D, (undergraduate) and the course is required to fulfill major requirements, the student may be required to re-enroll in the course and pay the appropriate tuition.

Drops

Students need to contact their Student Success Advisor in order to drop a course to allow American Sentinel to better assist students in achieving their academic goals.

Prior to the start of the course through Week 1 Drops: Students may drop a course through the first week for no additional fee. Courses dropped in the first week will not appear on the student's transcript. American Sentinel's academic week starts on Monday at 5 a.m. and runs through the following Monday at 4:59 a.m. (7 full days) Students who drop a course in the first week may also add a course at the same time without paying the late registration fee.

Weeks 2-5 Drops: Students may drop a course between week two and the last day of week 5 for no additional fee (Admin fee for students withdrawing from American Sentinel still applies). Courses dropped in weeks 2-5 will appear on the student's transcript with the letter grade of "W". "W" grades are not calculated in the student's GPA.

American Sentinel will process a refund for courses dropped after week 1 and before the last day of week 5 according to the refund policy*. Refunds will be processed and paid within 30 days. If the student has a balance owing the University, any refund will be applied toward the balance rather than sent to the student.

*Students may not drop a course after week 5.

Late Registration

Students who fail to register during the scheduled registration period may register for a course from the day after registration closes until the first Friday after the term has started. To register late for a course, go to http://my.americansentinel.edu/Academics/Calendar_Registration.aspx. Students registering late must still post to the course discussion forum to be counted in attendance during week one, as defined in the attendance and participation policy.

Late registration does not change the refund policy, which states that the university processes refunds for courses dropped after week one and before the last day of week five. The refund policy begins with the first day of the course, not the day a student registers. Late registration does not extend the length of the course nor the course end date.

Credit Hour Policy

American Sentinel defines one credit hour as 15 actual hours of student engagement in the online classroom and an additional 15-45 hours of student course engagement through readings, homework and out-of-class work. For each three-credit-hour course, students are expected to participate in in-class (online) student engagement for at least 45 hours and complete 45-120 hours of work outside the classroom. Out-of-classroom time may be different for associate degree courses, upper-division bachelor's courses and master's courses.

Validation of Time on Task

Data is pulled from the American Sentinel learning platform for student activity in six primary areas: readings, self-testing, progress testing, online discussion forums, other student interaction (learning team activity, project development, study sections, etc.) and other activities (computer software development, capstone project development and execution, etc.). The data is recorded for each student in each course. On a semi-annual basis, the deans and provost aggregate this data and establish the mean time for each course by program and degree level. This data is used to assess the rigor of the class and to make any modifications to the course requirements.

Grades and Grade Point Policies

Course grades are based on evaluations of students' mastery of course objectives. Each instructor's grading policy will be published in the course syllabus and approved by the dean in advance of the first day of class. A student is responsible for all work assigned during the course and must discuss any issues with completing the required course work with the professor.

Grading Policy

American Sentinel University will issue an official transcript of the final grades earned on all courses. *Undergraduate courses:* Undergraduate students will receive credit for courses in which they earn a grade of D or higher. However, if a student's GPA falls below 2.0, he or she may be placed on academic probation.

Graduate courses: Graduate students will receive credit for courses in which they earn a grade of B- or higher. Credit will not be granted for grades of C+ or below. Students with a B- may proceed, but must maintain an overall GPA of 3.0. Students who earn a grade of C or lower in a graduate course must repeat the course and earn at least a B in order to complete the program of study.

Doctor of Nursing Practice courses: Doctoral students will receive credit for courses in which they earn a grade of B or higher. Credit will not be granted for grades of B- or below. Students who earn a grade of B- or lower in a doctoral course must repeat the course and earn at least a B to complete the program of study.

GRADING POLICY		
Grade		Grade Point Value
A	93-100	4.00
A-	90-92	3.67
B+	87-89	3.33
B	83-86	3
B-	80-82	2.67
C+	77-79	2.33
C	73-76	2
C-	70-72	1.67
D+	67-69	1.33
D	60-66	1
F	0-59	0
I	Incomplete	0

Grade Point Averages

A student's grade point average (GPA) is computed by dividing the total number of *grade points earned* by the *number of credit hours* for which grades were awarded. The *grade points* are calculated by multiplying the *grade quality points* for the grade earned for each course by the *number of credit hours* associated with course. A student's overall academic average is stated in a cumulative grade point average (CGPA), which is based on all grades and credit hours earned to date. Both GPA and CGPA only include classes that are required for graduation in the student's current program of study (including electives) and exclude developmental courses and any other courses considered to be ineligible (for application toward graduation requirements) by licensing, state or provincial authorities. The CGPA

shows whether a student is meeting the standards of academic progress, is eligible for graduation and eligible for academic honors. American Sentinel grades on a 4.0 (unweighted) GPA scale.

GPA Calculation Example

Course	Credits	Grade Earned	Grade Points
American History	3	B	$3 \times 3 = 9$
Art History	3	C	$3 \times 2 = 6$
Intro to Computer Science	3	A	$3 \times 4 = 12$
Advanced Database Systems	3	C	$3 \times 2 = 6$
	12		33

To calculate the semester GPA, add the total grade points, and divide by the number of credit hours attempted.

For this example, the semester GPA equals $33/12 = 2.75$.

Grade Reports

Students have access to their grades at any time during their program. Throughout each course, they will be able to keep track of their progress and check assignment due dates, examination dates and grades.

Generally, students are not allowed to resubmit assignments that have not been successfully completed. In some situations, and subject to the approval of the course professor, a student may be given the opportunity to resubmit an assignment. In extenuating circumstances, some students may be given an extension of the deadline for an assignment. Deadline extensions must be approved by the course professor.

To graduate, undergraduate students must achieve a minimum cumulative GPA of 2.0, and graduate and doctoral degree students must achieve a minimum cumulative GPA of 3.0.

Failing Grade

An undergraduate student who receives a failing grade of F in a required course must repeat the course and receive a passing grade at American Sentinel University. A course for which an F is awarded is included in the semester or term GPA and cumulative GPA. When the student repeats the course and earns a passing grade, the F will no longer be calculated in the cumulative GPA.

Incomplete Grade

An incomplete grade of I signifies that not all required course work was completed during the term of enrollment. An I grade is assigned only when all of the following conditions are met:

- The student has been making satisfactory progress in the course, as determined by the instructor.
- The student is unable to complete some course work because of unusual circumstances that are deemed acceptable by the dean.

If a student meets the above criteria, he/she may be granted an additional 14 calendar days to complete a course (beyond the official published last day of the course). If the student completes the course, he/she earns a letter grade. If not, the student receives a grade of I.

Credits associated with courses in which an I grade is received count toward total semester credits attempted and minimum cumulative credits completed at American Sentinel. An I grade does not impact

the calculation of cumulative GPA. Credits associated with courses in which an I grade is received will count toward the maximum time frame for completion (see the Satisfactory Academic Progress policy).

Audit Grade

Students are not allowed to audit courses at American Sentinel University.

Pass/Fail Grade

American Sentinel University does not utilize pass/fail grades in courses for academic credit.

Cumulative Grade Point Average

The cumulative GPA (CGPA) is the overall cumulative academic average achieved by a student. The CGPA becomes permanent at graduation, except for authorized grade changes. In addition:

- If a course is repeated, the highest grade is used for the CGPA. Courses may be taken for credit after proficiency or transfer credit has been awarded. The grade earned is then used for both the term GPA and CGPA.
- Transfer credit may be granted for courses taken at other institutions; however grade points earned at other institutions are not included in the CGPA. However, the course and the grade earned remain on the transcript in the term the course was completed.
- A semester/term GPA is not affected by subsequent course repeats or other adjustments to the CGPA.

Academic Appeals

Certain academic actions may be appealed, including:

- Academic warning and probation
- Academic dismissal
- Course grades

Academic appeals must be in writing and must be submitted to the dean prior to the end of the add/drop period of the term. Written appeals will be considered by American Sentinel's provost or the Grievance and Appeals Committee. Written appeals must contain:

- The student's name and student ID number
- The date of appeal
- The student's program of study
- The last date of attendance (for inactive students)
- The reason and nature of the appeal, including the decision or action that is the cause of the appeal
- The specific relief that is sought by the appeal
- An explanation and documentation of any extenuating circumstances
- The student's signature

It is the student's responsibility to meet the appeal deadline by the end of the add/drop period of the new term. The provost or the Grievance and Appeals Committee will take action on the appeal within five business days. Written documentation of the final appeal disposition will become a part of the student's academic file. The student will be notified in writing and will be given a copy of the final disposition, which must be signed and dated. Decisions of provost or the Grievance and Appeals Committee are final.

Appeals may be made only under extraordinary or unique circumstances. The student may be required to meet certain conditions to continue or resume enrollment. Appeals granted with conditions must clearly describe the conditions and any time requirements within which they must be fulfilled. Tracking and follow

up on the conditions of the appeal must be recorded and placed in the student's file. A student who fails to meet appeal conditions is subject to immediate dismissal.

Grade Appeals Process

Students that have a disagreement with how an assignment or examination is graded should contact the appropriate faculty member involved. If the instructor discovers an error in grading, the student must return the entire assignment or examination. If warranted, the grade for that assignment or examination may be changed. If so, the instructor must notify the registrar to change the grade in the student's record. If a grade change is not warranted, the instructor provides clarification to the student, explaining why a change will not be made. If the student does not agree with the instructor's change or explanation, the student may appeal this decision as part of an appeal of the final course grade as described below.

Students may appeal final grades if they follow the following process:

1. The student must first appeal by email to the faculty member within 30 calendar days after receiving notification of the final grade. The student must clearly state the specifics of his/her appeal. The faculty member will respond to the student by email within seven calendar days.
2. If the student does not agree with the faculty member's decision, the student may appeal to the dean by email within 14 calendar days of receiving the faculty member's response or, if no response was received, within 14 days of when the student originally sent the appeal. The student should forward a copy of his/her original appeal, the faculty member's response and any additional information that the student believes to be pertinent.
3. If the dean was the faculty member involved, then the appeal should be sent to the provost.
4. The responsible administrative officer (dean or provost) may ask for additional information from the faculty member or student and should communicate the decision to the student by email, including rationale, as soon as possible but within 30 days of receipt of the appeal. All decisions are final.

A student's failure to follow the steps outlined above will disqualify any appeal. A student's status does not change during an appeal.

Graduation

Academic Eligibility Requirement

Candidates for graduation must successfully complete all curriculum requirements and hold a cumulative grade point average of at least 2.00 for undergraduate degrees and 3.0 for graduate degrees. Additionally, a minimum portion of the program requirements must have been met through course work successfully completed at American Sentinel University.

Bachelor's-level candidates for graduation must have achieved a minimum of 25 percent of their required course work at American Sentinel (not through articulation or transfer credit). If an undergraduate student transfers 80 percent of the courses required for a certain degree to American Sentinel, he/she must still take 25 percent of the degree's required curriculum. Master's-level candidates for graduation must achieve a minimum of 50 percent of their required course work at American Sentinel.

Students who have met academic eligibility requirements are viewed as graduates for the term in which eligibility was attained. The dean or designee must verify academic eligibility and release a final graduation list. The dean will not certify anyone for graduation with an outstanding financial balance. All tuition and fees must be paid in full.

Graduation Date

A student's graduation date falls on the last day of the month in which he/she successfully completes his/her course work (and fulfills all record and financial obligations to the university), not the date of the final course completion or the date of the commencement ceremony. This date will appear on the

transcript, degree, diploma or certificate, as well as in all external reports and verifications of graduation. The registrar is responsible for making sure all graduation dates are correct.

All students receiving federal financial aid are given an expected graduation date at the time of enrollment. The registrar adjusts the expected graduation dates based on changes in a student's progress through the program. Adjusting expected graduation dates is an ongoing process.

Degree, Diploma and Certificate Format

Upon determining a student's eligibility for graduation, the university will confer the appropriate degree, diploma or certificate. All degrees, diplomas and certificates awarded include the following:

- Graduate's name
- Name of the school, city and state
- Title of the degree, diploma or certificate
- Graduation honors
- The school seal
- Signature of the chief administrators

Posthumous Degrees or Diplomas

A posthumous degree or diploma may be awarded at the discretion of the provost and the president.

Late Graduates

If all graduation requirements are met by the last day of the add/drop period following the expected graduation date, the graduate will receive a degree, diploma or certificate bearing the graduation date of the term that just ended. If a student does not resolve any graduation deficiencies until after this deadline, he or she will be considered a late graduate. Late graduates will graduate with the next available class after resolving all academic graduation deficiencies. Any exceptions to this policy involving extensions beyond the final graduation deadline must be approved and documented by the provost.

Commencement Programs

Commencement programs contain a disclaimer that the students listed are candidates for graduation. Honors categories also include a disclaimer that honors categories are determined by the cumulative grade point average as of the second-to-last term and will be re-calculated based on the final term's grades. Students may participate in the commencement ceremony if they are within nine credit hours of graduation.

Latin Honors

The Latin honors program recognizes academic excellence achieved throughout the duration of a student's entire undergraduate career. Eligibility for the three categories of Latin Honors (summa cum laude, magna cum laude, and cum laude) is based on the cumulative grade point average for all course work at American Sentinel University.

Students are recognized at commencement (and on their diploma and transcript) with honors levels:

Summa Cum Laude	Magna Cum Laude	Cum Laude
3.9 and up	3.75-3.89	3.5-3.74

Standard Period of Non-Enrollment

American Sentinel University recognizes that students juggle work, home and family and sometimes situations arise that require them to take a break from their studies. Students may take up to four months off from their studies, but must notify the university beforehand and indicate when they plan to return by completing a standard period of non-enrollment form. The form will be available on the student website, MyAmericanSentinel, beginning August 1. Students who fail to notify the university or who take more than four months off and subsequently return will be required to pay a reinstatement fee to resume their enrollment.

The standard period of non-enrollment does not extend the expiration date of a multi-course plan. Students who do not believe they can complete all of the courses in their multi-course plan prior to the expiration date should request a refund before taking time off on a standard period of non-enrollment.

Students who fail to return following a standard period of non-enrollment will be administratively withdrawn.

Library and Learning Resources

American Sentinel University provides library and information resources for students and faculty that meet or exceed the standards required by regulatory and accrediting bodies, including state professional licensing boards.

The library staff collects and compiles standard statistics on use of the library. These statistics include circulation of library resources, reference questions, collection growth and annual inventory, and library orientation and instruction sessions. This information is compiled on routine basis and reported to the deans and faculty members.

Proctored Examinations

Examinations at American Sentinel University are designed specifically for the distance education setting. Some exams must be proctored (taken in the presence of another person who verifies the student's identity).

Proctored exams must be requested by students prior to the last day of the course. Students are strongly encouraged to request their exam early to ensure that they can take and return the exam within the allotted timeframe. Proctored exams must be completed within one week of the end of the course. Students who fail to request the exam before the course end date will not be allowed to take the final exam.

Students are allowed to access their textbook during proctored exams, however notes and other study materials may not be used. Students are not permitted to access to the Internet during the exams. All proctored exams have set time limits, which will be explained by the proctor before the exam begins.

Proctor Requirements

Proctors must be people of good character with sound credentials. Students are responsible for selecting a person of good character with sound credentials to function as their proctor. Students must select a proctor from one of the following groups.

Librarians: American Sentinel University prefers that librarians proctor exams. Libraries make excellent settings for taking examinations and librarians are generally experienced in serving as proctors. There may be a small proctoring fee charged by librarians.

Testing centers: Testing centers for taking proctored exams are members of The National College Testing Association (NCTA). NCTA is an organization of testing professionals in post-secondary institutions and testing companies. NCTA has more than 700 members in the United States.

The Consortium of College Testing Centers (CCTC) is a free referral service provided by the NCTA to facilitate distance learning. The purpose of the CCTC is to make test administration services available to students at locations close to where they live or work (www.ncta-testing.org/cctc).

Supervisors or human resource representatives: Students may ask their supervisor or human resource representative to serve as a proctor. In this case, students may have to schedule their exam during work hours and should first discuss this with their supervisor.

Other: Students may ask a minister, rabbi, law enforcement officer, teacher, principal or other educational administrator to serve as a proctor.

Unacceptable proctors: Family members, friends, current American Sentinel students or anyone with a personal connection to the student are not allowed to serve as proctors.

Regardless of the proctor chosen, students are responsible for paying all costs related to proctoring exams as set by the proctoring individual or organization.

Process of Proctor Approval

Proctors must be pre-approved by American Sentinel University before they will be authorized to administer exams. The student must submit the proctor's credentials for review and approval before requesting his or her exam. The proctors will receive an agreement form from American Sentinel University that must be signed and returned prior to proctoring any examination. If an examination is received using a proctor that has not previously been approved, the exam will be returned ungraded.

Once approved a student may continue to use the same proctor throughout his/her time at American Sentinel. New proctors must be approved in the following situations:

- The student's relationship with proctor changes.
- New credential information arises.
- The student relocates.
- The student chooses a new proctor.

American Sentinel University routinely verifies proctor information. If a student is found to have falsified proctor information, the student will be expelled under the student responsibilities policy.

Keeping Graded Exams

Graded final exams will not be returned to students. The proctor should make a copy of the student's answers for the paper exam before returning it to American Sentinel University. The proctor should keep this copy for two months, after which time the proctor may destroy this copy. The student should not keep a copy of the test questions or answers; only the proctor should have a copy. The test questions received from American Sentinel University should be destroyed by the proctor.

Satisfactory Academic Progress

All American Sentinel University degree programs require that students meet certain criteria in order to graduate. These requirements are program specific, as follows:

Associate of Science Programs

- Maintain a minimum cumulative grade point average of at least a 2.0.
- Associate of Science degree students who do not maintain the minimum required GPA for the first 12 hours of course work, or at any point thereafter, will be placed on academic probation. Students who remain on academic probation for additional terms of course work may be subject to assessment of academic penalty up to and including termination of enrollment.

Bachelor of Science Programs

- Maintain a minimum cumulative grade point average of at least a 2.0.
- Bachelor of Science degree students who do not maintain the minimum required GPA for the first 12 hours of course work, or at any point thereafter, will be placed on academic probation. Students who remain on academic probation for additional terms of course work may be subject to assessment of academic penalty up to and including termination of enrollment.

Master of Science Programs

- Maintain a minimum cumulative grade point average of at least a 3.0.
- Graduate students will not be allowed to graduate with more than two graduate courses with a grade of B- or below, even if their cumulative GPA is higher than a 3.0.

Doctoral Programs

- Maintain a minimum cumulative grade point average of at least a 3.0.

Academic Progress Warning & Probation

The first offense will result in the student being placed on an **academic progress warning**. The student will have one additional evaluation period to correct the deficiency and meet the minimum requirements at the next evaluation point. This warning period will be whatever time is required for the student to attempt a minimum of 12 credits. Student will be notified via email and can continue to take courses during this time. Cumulative GPAs are calculated using grades earned only at American Sentinel.

The second offense will result in the student being placed on **academic progress probation**. The student will have one additional evaluation period to correct the deficiency and meet the minimum requirements at the next evaluation point. This probation period will be whatever time is required for the student to attempt a minimum of 12 credits. Student will be notified via email, can continue to take courses during this time but will be placed on a Probation Hold.

The third consecutive offense will result in the student being dismissed.

Students placed on academic warning, probation or suspension will be provided with written notification that continued unsatisfactory progress will result in termination from American Sentinel University.

Academic Progress Appeals

Certain academic actions require notification and may be appealed. These can include:

- Academic warning and probation
- Academic dismissal

Academic appeals must be in writing and must be submitted to the Dean prior to the end of the add/drop period of the subsequent term. Written appeals will be considered by the institution's Provost or the Grievance and Appeals Committee. Written appeals must contain:

- The student's name and student ID number
- The date the appeal was submitted
- The student's program of study
- The last date of attendance for inactive students
- The reason and nature of the appeal, including the decision or action appealed from
- The specific relief that is sought by the appeal
- An explanation and documentation of any extenuating circumstances
- The student's signature and date of appeal

It is the student's responsibility to meet the appeal deadline by the end of the first week of the new term. The Provost or the Grievance and Appeals Committee will take action on the appeal within five (5) business days. Written documentation of the final appeal disposition will become a part of the student's academic file. The student will be notified of the final disposition in writing and will be given a copy of the final disposition which must be signed and dated.

Decisions of Provost or the Grievance and Appeals Committee will be final.

Appeals may be made only under mitigating circumstances. The student may be required to meet certain conditions to continue or resume enrollment. Appeals granted with conditions must clearly describe the conditions and any time requirements within which they must be fulfilled. Tracking and follow up on the conditions of the appeal must be recorded and placed in the student's file. A student who fails to meet appeal conditions is subject to immediate dismissal.

Satisfactory Academic Progress (as it applies to Title IV, Federal Financial Aid recipients only)

American Sentinel University's Satisfactory Academic Progress (SAP) policy is a cumulative measure of a student's academic performance and includes all terms and semesters of the student's enrollment at the university. Both quantitative and qualitative standards are used to evaluate SAP.

American Sentinel evaluates a student's SAP at the end of each semester/ payment period for students receiving federal financial aid. American Sentinel will notify any student who is failing to achieve SAP standards in writing. The following chart provides the minimum quantitative and qualitative requirements:

Satisfactory Academic Progress Level	Total Semester Credits Completed (including transferred credits*)	Minimum Cumulative Credits Completed	Minimum CGPA Required for Financial Aid
Associate Degree	12-24	67%	1.50
	24-45	67%	1.75
	45+	67%	2.00
Bachelor's Degree	12-45	67%	1.50
	45-60	67%	1.50
	60-90	67%	1.75

	90+	67%	2.00
Master's Degree	9	50%	2.00
	10-18	67%	2.50
	18-24	67%	2.75
	24+	67%	3.00

**Credits transferred in from another college or university via an official transfer credit evaluation are factored into the above calculation but transfer credits do not affect the student's GPA calculation.*

- A course withdrawal (W) assigned after the add/drop week is not included in the GPA but is considered towards a student's non-completion of attempted coursework.
- An Incomplete (I) grade is not included in the GPA but is considered towards a student's non-completion of attempted coursework until the grade is replaced with a permanent grade and the progress can be re-evaluated.
- A failing (F) grade or an attendance failure (AF) is treated as attempted credits that were not earned and are included in both qualitative and quantitative calculations.

Maximum Time Frame for Completion

Additionally, all students who receive federal financial aid under Title IV of the Higher Education Act are required to complete their programs of study within 150% of the published length of the program. The following maximum time frames apply to each degree program:

- Associate degrees – The published length is 60 semester credits. The maximum period must not exceed 90 total semester credits attempted.
- Bachelor's degrees – The published length is 120 semester credits. The maximum period must not exceed 180 total semester credits attempted.
- Master's degrees – The published length is 36 semester credits. The maximum period must not exceed 54 total semester credits attempted.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding credit hour requirements and the impact that might have to their Financial Aid.

Financial Aid Warning and Probation

American Sentinel University's Satisfactory Academic Progress (SAP) policy is a cumulative measure of a student's academic performance and includes all terms and semesters of the student's enrollment at the university. Both quantitative and qualitative standards are used to evaluate SAP. Failure to maintain SAP may result in academic probation and loss of federal financial aid.

SAP is measured after each payment period (at the end of each semester) for financial aid students. If a review of the student's academic record indicates SAP has not been met, the student will be given a **financial aid warning**. The student will remain eligible for federal student aid for one semester, after which SAP will again be reviewed. Students will receive a financial aid warning letter via email

Financial Aid Denied Status

If the cumulative grade point average and completion rate continues to be less than the minimum standard at the end of this evaluation period the student will lose eligibility for Title IV (federal financial aid). The student must successfully appeal ineligibility for Title IV to be placed on probation. No aid will be disbursed during the subsequent semesters unless the student has made an appeal and the appeal is

granted for that semester. There are no exceptions to this requirement. Students placed on Financial Aid Denied status will be notified via email. You will be given a deadline for appeal in this letter.

Financial Aid Appeals Process

- The student must submit a written appeal of Financial Aid Denied status before the deadline to the Financial Aid Office. The appeal must include documentation of the circumstance that led to their not meeting SAP standards as well as a description as to how they will be able to meet SAP at the end of the next payment period. Circumstances which may be considered include death of a family member, unexpected injury or illness of the student or other circumstances as supported with documentation.
- The Financial Aid Appeals Committee will review the appeal and notify the student in writing of their decision after the Appeals Committee meets and makes its determination. Appeals will not be granted unless the student's proposed enrollment in the upcoming semester would be adequate to reestablish their progress under these standards.
- All decisions of the Financial Aid Appeals Committee are final.

Re-Establishment of Financial Aid Eligibility

The student submits a written letter of appeal and the Financial Aid Appeals Committee grants the appeal. The student is placed on Financial Aid Probation for the next payment period. Financial aid probation means that the student who failed to make satisfactory academic progress and who has appealed has had eligibility for aid reinstated. At the end of that probationary semester their SAP status will be reevaluated. The student must meet all SAP requirements at the end of that semester or they will return to Financial Aid Denied status and must reestablish eligibility.

Appeal of Dismissal

A student who is dismissed from any of American Sentinel University's programs may appeal for reinstatement by submitting a written appeal to the dean. The appeal must contain verifiable documentation of mitigating circumstances that contributed to poor academic performance and must be submitted at least one month prior to the desired start date. If the appeal is accepted, the student may enroll in the next available semester/term. Students will remain on academic probation until successful completion of the first semester/term upon readmission.

Transfer and Readmitted Students/Students Changing Majors

If a student transfers to American Sentinel from another institution, the transfer credits accepted by the university will count as total semester credits attempted and total semester credits completed. The grades from such credits will not be included in the calculation of minimum cumulative GPA.

If a student is readmitted to American Sentinel, credits that are applicable to the student's current program will count as total semester credits attempted, and credits from American Sentinel will count toward the student's minimum cumulative credits completed at American Sentinel. The grades from such credits will be included in the calculation of minimum cumulative GPA.

If a student changes majors, American Sentinel credits applied to the new major will count as total semester credits attempted and toward the student's minimum cumulative credits completed at American Sentinel. The grades from such credits will be calculated into the minimum cumulative GPA.

Repeated Courses

Students receiving Title IV federal financial aid may repeat a course in accordance with American Sentinel's academic policy. Credits from both course attempts will be counted in total semester credits attempted and in minimum cumulative credits completed at American Sentinel, but only the highest grade

received will be included in the calculation of minimum cumulative GPA. Credits from both course attempts will also count toward the maximum time frame for completion.

Incomplete Grades

Credits associated with courses in which a grade of incomplete (I) is received will count toward total semester credits attempted and in minimum cumulative credits completed at American Sentinel. Such credits will also count toward the maximum time frame for completion. An I grade does not impact the calculation of cumulative GPA.

Institutional Credit

Institutional credit is granted when developmental, College Success remedial or skills classes are successfully completed. These credits are included in the total semester credits attempted but are not included in minimum cumulative credits completed at American Sentinel or the minimum cumulative GPA.

Student Evaluation and Testing Methods

American Sentinel is committed to using the most appropriate evaluation procedures to allow students to demonstrate their mastery of academic content. As courses and programs are diverse, so are the types of evaluation. The university regularly reviews its evaluation procedures to ensure their effectiveness. Students' assessments at the conclusion of each course are reviewed to ensure any student concerns about the appropriateness and impartiality of evaluation methods are addressed.

Many of the evaluation procedures in American Sentinel's courses provide learning experiences that help integrate students' classroom knowledge with their work experience, such as writing computer code for a civic organization, developing organizational plans or developing a health assessment procedure. Applying knowledge this way contributes to the development of students' professional and civic lives.

Course evaluation procedures vary by course. Students are evaluated in one or all of the following methods:

1. *Participation* – Students are required to participate in activity sessions and/or group discussions online. Regular presence and active involvement is essential for both individual learning and the learning of other students in the course.
2. *Reflective journals* – Journal assignments require students to periodically submit written reflections about what they learned from the content of readings, class discussions and activities and how their learning relates to their professional situation. The journals are for each student's personal growth and will not be shared. Each submission will be given a mark. The marks will be averaged and will count for a specified percentage of the final grade.
3. *Synthesis of required readings research paper* – Some courses require final research papers. The final paper builds on prior learning, research and reflection and should show evidence of appropriate academic writing style and conform to the guidelines of the Publication Manual of the American Psychological Association (most recent edition, which is the 6th edition as of July 2009).
4. *Exams* – Exams are a formal knowledge-based evaluation methodology. If required, final exams will be scheduled for three to four days following the end of a course. All exams are to be completed within a specified time. Some exams are open book, while others are proctored (taken in the presence of someone who verifies a student's identity).
5. *Progress tests* – Some courses provide embedded tests, known as progress tests. These are developed by faculty to provide students the opportunity to demonstrate their command of certain content and receive feedback.
6. *Written computer code/program assignments* – Many courses in our technology programs require students demonstrate their understanding of technological concepts by writing computer code or programs.
7. *Peer evaluation: group assignments* – Occasionally, students work in groups on special projects. The peer evaluation process requires peers to assign marks in addition to providing feedback on

group assignments. Peer evaluations serve to increase motivation and enhance the learning process.

8. *Program evaluation* – Students' progress through a degree program is monitored to ensure that overall degree program objectives are being met. American Sentinel has established a set of program objectives, required and elective courses, prerequisites and suggested program tracks and suggested career ladders to ensure students meet both program and overall course objectives. Faculty regularly review students' progress to maintain high academic and professional standards.

Student Success Advisor

A student success advisor is assigned to each student upon admission to American Sentinel. These advisors provide information about academic programs, help students make informed decisions and refer students to appropriate resources. Students are encouraged to consult their student success advisor any time, whether they experience academic difficulty or personal issues or are considering withdrawing from the university. The student success advisor will also be notified by the deans and faculty members when a student appears to be experiencing academic difficulty as evidenced by substandard performance in a course. The student success advisor will invite the student for a conference to determine the cause of the difficulty and to create a viable plan to improve the student's performance. This plan may include academic and counseling assistance. The student is ultimately responsible for seeking adequate academic advice, meeting degree requirements and attending courses to ensure progress toward the degree.

Transfer Credits

Transfer credit will only be accepted if earned at a post-secondary institution having regional or national accreditation recognized by the U.S. Department of Education. This can be determined through the Council for Higher Education Accreditation website: www.chea.org. The student is responsible for requesting an evaluation of external course work and providing official transcripts to the registrar. The student requesting recognition of transfer credit may be requested to provide an academic catalog or other more detailed materials, such as course syllabi. All course work will be evaluated by the appropriate dean, department chair/director or trained transfer credit evaluator. All prior course work should be submitted no later than the end of registration for the student's first term of study. External transfer credit will be noted on a student's transcript, but will not be included in the cumulative GPA. If a student receives transfer credit and later enrolls in the same course at American Sentinel, the grade earned in the course will be used in the GPA.

Veterans of the U.S. Armed Forces who receive funding through the Veteran's Administration should be aware of specific regulations regarding transfer credit. An unofficial evaluation may be completed for a potential applicant who desires to have an estimate of the amount of credit that might be awarded as part of his/her decision to enroll. An unofficial transcript may be presented to the appropriate administrator, who will provide a preliminary estimate. The preliminary estimate is neither an award nor a commitment to award credit. Only actual applicants who have provided all requested materials, including an official transcript, may be awarded credit.

General Provisions

The dean or designee, in conjunction with the registrar, is responsible for documenting procedures for transferring external credit, which is made available to students in the academic catalog. For information regarding the awarding of credit of prior educational experience not meeting the criteria for transfer of external credit, see the section on proficiency credit.

General Criteria for Evaluating External Transfer Credit

- All evaluations are based on the unit's credit (i.e. quarter or semester hours.) Courses must equal to 4 or more quarter hours to be considered for transfer. See chart below.
- American Sentinel's evaluation committee assesses the credit transfer value of educational work completed elsewhere. The committee bases their decision on course content, age, and other factors as appropriate. Additional documentation, such as course descriptions and/or syllabi, may be requested. Courses specific to a business or technology major taken more than 8 years prior to enrolling at American Sentinel are less likely to transfer due to changing technology and business practices, however the final decision will be based on a variety of factors.
- The courses must have been college level. Credits earned in development course work and English-as-a-Second-Language courses may not be transferred.
- The undergraduate course must have been completed with a grade of C or better. A numeric average of 70 percent or better is required for schools not using a traditional grading scale.
- The graduate course must have been completed with a grade of B or better. A numeric average of 83 percent or better is required for schools not using a traditional grading scale.
- Credit earned at foreign institutions must be externally evaluated by a foreign credential evaluator approved by the National Association of Credential Evaluation Services or American Association of Collegiate Registrars and Admission Officers (unless the school has a trained foreign credential evaluator). See www.naces.org or www.aacrao.org for a list of approved evaluators.
- Military course work must be evaluated according to the criteria of the America Council on Education.
- Provided all course objectives are met, a mismatch of one unit of credit between the American Sentinel degree program course and the external course is allowed.
- One quarter-hour is equivalent to two-thirds of a semester hour. Quarter hours are converted as follows:
 - Quarter credit hours x 0.67 = Semester credit hours

Converting Quarter Hours to Semester Hours: Table 1

Quarter Hours	Semester Hours	Quarter Hours	Semester Hours	Quarter Hours	Semester Hours	Quarter Hours	Semester Hours	Quarter Hours	Semester Hours
1=	0.67	21=	14	41=	27.33	61=	40.67	81=	54
2=	1.33	22=	14.67	42=	28	62=	41.33	82=	54.67
3=	2	23=	15.33	43=	28.67	63=	42	83=	55.33
4=	2.67	24=	16	44=	29.33	64=	42.67	84=	56
5=	3.33	25=	16.67	45=	30	65=	43.33	85=	56.67
6=	4	26=	17.33	46=	30.67	66=	44	86=	57.33
7=	4.67	27=	18	47=	31.33	67=	44.67	87=	58
8=	5.33	28=	18.67	48=	32	68=	45.33	88=	58.67
9=	6	29=	19.33	49=	32.67	69=	46	89=	59.33
10=	6.67	30=	20	50=	33.33	70=	46.67	90=	60
11=	7.33	31=	20.67	51=	34	71=	47.33	91=	60.67
12=	8	32=	21.33	52=	34.67	72=	48	92=	61.33
13=	8.67	33=	22	53=	35.33	73=	48.67	93=	62
14=	9.33	34=	22.67	54=	36	74=	49.33	94=	62.67
15=	10	35=	23.33	55=	36.67	75=	50	95=	63.33
16=	10.67	36=	24	56=	37.33	76=	50.67	96=	64
17=	11.33	37=	24.67	57=	38	77=	51.33	97=	64.67
18=	12	38=	25.33	58=	38.67	78=	52	98=	65.33

19=	12.67	39=	26	59=	39.33	79=	52.67	99=	66
20=	13.33	40=	26.67	60=	40	80=	53.33	100=	66.67

Converting Quarter Hours to Semester Hours: Table 2

Quarter Hours	Semester Hours	Quarter Hours	Semester Hours	Quarter Hours	Semester Hours	Quarter Hours	Semester Hours	Quarter Hours	Semester Hours
101=	67.33	121=	80.67	141=	94	161=	107.33	181=	120.67
102=	68	122=	81.33	142=	94.67	162=	108	182=	121.33
102=	68.67	123=	82	143=	95.33	163=	108.67	183=	122
104=	69.33	124=	82.67	144=	96	164=	109.33	184=	122.67
105=	70	125=	83.33	145=	96.67	165=	110	185=	123.33
106=	70.67	126=	84	146=	97.33	166=	110.67	186=	124
107=	71.33	127=	84.67	147=	98	167=	111.33	187=	124.67
108=	72	128=	85.33	148=	98.67	168=	112	188=	125.33
109=	72.67	129=	86	149=	99.33	169=	112.67	189=	126
110=	73.33	130=	86.67	150=	100	170=	113.33	190=	126.67
111=	74	131=	87.33	151=	100.67	171=	114	191=	127.33
112=	74.67	132=	88	152=	101.33	172=	114.67	192=	128
113=	75.33	133=	88.67	153=	102	173=	115.33	193=	128.67
114=	76	134=	89.33	154=	102.67	174=	116	194=	129.33
115=	76.67	135=	90	155=	103.33	175=	116.67	195=	130
116=	77.33	136=	90.67	156=	104	176=	117.33	196=	130.67
117=	78	137=	91.33	157=	104.67	177=	118	197=	131.33
118=	78.67	138=	92	158=	105.33	178=	118.67	198=	132
119=	79.33	139=	92.67	159=	106	179=	119.33	199=	132.67
120=	80	140=	93.33	160=	106.67	180=	120	200=	133.33

Core Course Requirements

The core course requirements cover the knowledge and technical skills required for success in a program's major subject and, typically, only course credit may be awarded in these areas. For this type of credit, the transfer credit evaluator must validate the comparability of the external course work with the specific course. Discipline credit may be awarded for core course requirements when the dean deems it appropriate.

General Education Requirements

American Sentinel believes in the importance of general education helping broaden students' perspectives and extend their range of learning. The university's catalog defines the courses within the general education curriculum. Discipline credit may be awarded when a transferred course falls within the same discipline as a specific degree related course even if it does not meet the strict requirements for a specific course.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

Articulation Agreements

American Sentinel University maintains lists of acceptable courses from other institutions to promote consistency and to reduce the effort involved in the transfer credit process. Formal articulation agreements require the approval of the president and the provost.

Provisions for Students Possessing Bachelor's Degrees

The general education component of a bachelor's degree granted by a regional or national accredited school will be recognized by American Sentinel. For programs with freshman-level entry, transfer students possessing bachelor's degrees receive course area credit for most general education courses, regardless of the disciplines studied.

Credit for Prerequisite Courses

Advanced courses frequently have prerequisite courses that cover material required for the subsequent course. For this reason, if a student receives transfer credit for an advanced course, transfer credit is not awarded for the prerequisite course if the student did not take the corresponding course. Additionally, the requirement to take the prerequisite course will not be waived. Students who believe they have mastered prerequisite course material may request proficiency examinations.

Proficiency Credit

American Sentinel University offers students the opportunity to demonstrate proficiency in a course's content and receive course credit by examination or portfolio review. Proficiency exams may be developed and administered by the school or they may be administered by a national program such as CLEP, DANTES or AP. Credit received this way will be noted as proficiency credit on the student's transcript but will not be included in grade point average or rate of progress calculations. Such credit will be included in the timeframe measurement calculation. If a student receives proficiency credit and later enrolls in the course, the grade earned in the course will be used in the grade point average calculation.

Internal Proficiency Credit (Test Out)

Students are responsible for requesting proficiency examinations. Such a request is granted if an examination is available and the dean or designee believes the student's experience or training warrants such an evaluation. The dean is responsible for developing proficiency examinations, for maintaining the examination procedures that ensure the integrity of the examinations process and for setting fees as outlined in the academic catalog or student handbook. Proficiency examination requests will not be honored if the student:

- Is currently enrolled in the course beyond the add/drop deadline.
- Was previously enrolled in the course for which the exam is being requested.
- Previously failed the proficiency exam for the course.
- Previously failed the course.

Any student requesting a proficiency exam who does not have credit for the prerequisite course must obtain approval from the dean. If the proficiency credit is granted, the student must still earn credit for the prerequisite course through proficiency credit, transfer credit or successful completion of the course. All tests and supporting documentation are retained in the student's academic file.

To discuss proficiency testing, a student should contact his or her student success advisor. The student success advisor will contact the dean and the director of academics to initiate the process. Only a pass or fail grade will be issued.

Experimental Learning Portfolio

Adult students bring tremendous assets to the classroom through their personal and professional experiences. Such students' desire to learn and gain a deeper understanding of the subject matter raises the expectation of the adult learning experience to a higher standard. American Sentinel recognizes this and understands that learning is a lifelong activity and that many life learning experiences have a value equivalent to college-level learning. The experiential learning portfolio (ELP) is a method whereby learning gained through an individual's life learning is evaluated for possible college credit toward an American Sentinel course. The student assembles and submits a portfolio, which is evaluated by faculty subject-matter experts. Developing an ELP for a course requires considerable effort, as the student must demonstrate that life learning has provided the equivalent of at least 80 percent of the learning objectives for the course. Evaluation of credit earned through ELP is available only to enrolled students.

Professional Training / Certification Credit

Proficiency credit for certain courses may be granted to students who hold current specific industry-recognized professional certifications. Such certifications will be reviewed by the provost, dean or designee for proficiency credit. Where available, the ACE College Credit Recommendation Service (www.acenet.edu) should be used to assess such certifications or training. Evaluation and supporting documentation should be retained in the student's academic file.

Transfer Credit Documentation

The awarding of external transfer credit will be clearly documented in each student's file. Student files will include an original transcript(s) from the previous institution(s).

Transfer Credit Policy Doctoral Courses

No doctoral level courses will be accepted for transfer. All credits must be taken at American Sentinel University.

Transferability of American Sentinel University Credit

American Sentinel University has no control over whether or not another university will accept its credits as transfer credits. Many do; however decisions about transfer of credit are made by individual colleges and universities. There are many reasons that credits might not transfer. Sometimes there is not an appropriate match in curriculum between two schools. Students should contact the registrar at the university in question to determine whether credits from American Sentinel will transfer to that institution. For additional information related to the transferability of credits, visit www.chea.org and read the handbook on the Fundamentals of Accreditation, and www.detc.org (American Sentinel's accrediting body) and read Student Guide to Transfer of Credit.

Withdrawals

Student-initiated withdrawals

A student who wishes to stop attending all courses prior to the end of the semester/term or upon completion of a term must submit a request for official withdrawal (registrar@americansentinel.edu or 1-303-991-1575). The process should be initiated by phone, email or fax as soon as possible. The official withdrawal date is defined as the date the school is notified.

Administrative-initiated withdrawals

The dean or designee may initiate a withdrawal for violation of policy without the student's request. The university registrar will enter an administrative withdrawal in the student's record should the student:

- Fail to return from a standard period of non-enrollment.
- Fail to maintain satisfactory academic progress.
- Fail to maintain passing grades.
- Fail to pay tuition and fees on time.
- Fail to comply with the university's academic policies.
- Fail to disclose a felony.
- Engage in improper or unlawful conduct.
- Bring discredit to the university.
- Engage in behavior that interferes with the educational process or human or civil rights of another student or American Sentinel employee.
- Fail to comply with the university's rules and regulations as published in this catalog.

Any refund due to the student or other agencies will be calculated and refunded according to the tuition refund policy.

Financial Policies

Refund Policy

Dropping a Course

Students who wish to drop a course must notify their student success advisor by phone (303.991.1575), fax (866-894-1575) or email (services@americansentinel.edu). Based on the effective date of the course drop students may be eligible for a refund of some of all of the tuition paid. Course refunds are calculated as follows:

During Week 1	100%
During Week 2	80%
During Week 3	60%
During Week 4	40%
During Week 5	20%
After Week 5	No refund

Refunds will be processed and paid to the student within 30 days of the effective date of the course drop.

Withdrawing from the University

Students who wish to withdraw from the university must notify their student success advisor by phone (303.991.1575), fax (866-894-1575) or email (services@americansentinel.edu). Students must clearly state the effective date of the withdrawal, which must be on or after the date of notification, and the reason for the withdrawal.

Based on the effective date of the withdrawal the student may be eligible for a refund of some or all of the tuition paid. If the effective date of the withdraw is during the first term in a semester, a student will receive a refund of 100 percent of the tuition cost of enrolled courses in the second term of the semester plus a refund of a percentage of the enrolled courses in the first term based upon the following chart:

During Term 1 - Week 1	100%
During Term 1 - Week 2	80%
During Term 1 - Week 3	60%
During Term 1 - Week 4	40%
During Term 1 - Week 5	20%
After Week 5	No refund

If the effective date of the withdrawal is during the second term of the semester, no refund is due for first-term courses. The student will receive a refund for second-term courses based upon the number of weeks completed based upon the following chart.

During Term 2 - Week 1	100%
During Term 2 - Week 2	80%
During Term 2 - Week 3	60%
During Term 2 - Week 4	40%
During Term 2 - Week 5	20%
After Week 5	No refund

Refunds will be processed and paid to the student within 30 days of the effective date of the withdrawal.

Certification Programs

Certification students may cancel within five business days of the date on the certification agreement and receive a full refund. After five business days, access fees (tuition for certification courses) are non-refundable.

Enrollment Agreements

All students are required to complete an enrollment agreement upon accepting admission into American Sentinel University. Enrollment agreements may be cancelled within five calendar days after midnight of the date the enrollment agreement was completed. 100 percent of tuition and fees paid to American Sentinel will be refunded within 30 days of the day of the notice of cancellation.

Financial Assistance Programs

American Sentinel University has financial aid professionals to assist students in obtaining financial assistance to pay for their educational expenses. Available resources include federal financial aid and student loans from private lenders. Federal assistance programs are administered by the U.S. Department of Education. Any U.S. citizen, national or person living permanently in the United States who is enrolled or accepted for enrollment may apply for such assistance. Every student considering application for financial aid should request a copy of the current *Student Guide*, published by the U.S.

Department of Education. This important document may be obtained from American Sentinel's Financial Aid Office and helps students understand eligibility requirements, the federal financial aid application process, deadlines and the various forms of aid available.

Enrollment Status

A student's enrollment status (the number of credits registered for in a semester) will influence the amount of federal student aid a student will receive. To be eligible for federal student aid, students must enroll at least half time in consecutive semesters. Undergraduate students need a minimum of six credits per semester and graduate students at least three credit hours in order to be considered half time. Undergraduate students enrolled in only three credits per semester (less than half time) may be eligible for a Federal Pell Grant, however less-than-half-time status is ineligible for federal student loans and loan deferment.

Available Loans and Grants

Federal Pell Grant

The Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are usually awarded only to undergraduate students who have not earned bachelor's or a professional degrees. Pell Grants are considered need based and are awarded based upon the student's enrollment status as a full-time or part-time student. Applications are available from the university's Financial Aid Office.

Federal Direct Student Loan Program

Subsidized and Unsubsidized Stafford Loans

Stafford Loans are administered through the Financial Aid Office in cooperation with the William D. Ford Federal Direct Loan Program. Federal loans can be obtained at low fixed-interest rates. For Direct Subsidized Loans, the federal government pays the interest for the student while he or she is in school and during the deferment period. For Direct Unsubsidized Loans, the student is responsible for the interest accrued while in school, grace and deferment periods. You must be enrolled at least half time to be eligible for Direct Stafford Loans.

There is no mandated credit check for Stafford Loans, however, if a student has defaulted on a previous student loan, he or she may not be eligible for federal funding until the unpaid balance is satisfied. Repayment of federal loans ordinarily does not begin until six months after graduation or last day of attendance.

Federal Direct PLUS Loans for Parents

Parents of dependent students may be eligible to obtain a Direct PLUS Loans for Parents. The amount of the PLUS Loan cannot exceed the student's cost of attendance less other student aid awarded. The terms and conditions applicable to Direct PLUS Loans require a credit check to determine that the applicant does not have an adverse credit history. The parent must repay the servicer of the loan beginning when the loan is fully disbursed. The first payment is due 60 days after the final disbursement. Payments include both principal and interest accumulated on the loan. Interest on Direct PLUS Loans for Parents is fixed at 7.9 percent.

Veterans' Benefits

Students who may be eligible for veterans' benefits should contact their regional Veterans Administration Office or go online to www.gibill.va.gov for more information. If a student qualifies for VA benefits, the Financial Aid Office at American Sentinel is required to certify Form 22-1999 (see next page) in order for the student to receive the funds.

NOTE: To determine a veteran student's eligibility for the above programs, the Free Application for Federal Student Aid must be completed.

Verification

A student's Free Application for Federal Student Aid (FAFSA) may be selected by the U.S. Department of Education for a process called "verification" to verify the information on the application. Students must provide truthful and accurate information. Students who are selected for verification will be contacted by American Sentinel's Financial Aid Office and given a verification worksheet that includes specific requirements, deadlines and consequences of non-compliance. To complete verification and remain eligible for financial aid, the student must submit the verification worksheet as well as tax/income information as directed by the Financial Aid Office.

For more information regarding the policies and procedures of verification, please contact American Sentinel's Financial Aid Office.

Return of Title IV Funds

If a student withdraws from American Sentinel University and the student received Title IV student financial assistance during the semester, the university must determine the amount of Title IV funds a student has earned at the time of withdrawal using the return of Title IV funds formula. The Title IV Student Financial Assistance program rules may require a return to the federal government all or a portion of the amounts disbursed during the semester. The amount of financial assistance earned by a student is based upon the amount of time the student attended the university and the courses attempted and completed during the semester. A pro rata schedule is used to determine the amount of Title IV assistance funding the student has earned at the time of withdrawal. After the 60 percent point in the semester, a student has earned 100 percent of the Title IV funds. (Sample return of Title IV calculations are available from the university's Financial Aid Office upon request.)

The percentage of the semester completed is determined by dividing the number of calendar days completed in the semester (to include the day the student withdrew) by the total number of calendar days in the semester. Scheduled breaks of at least five consecutive days are excluded from the total number of calendar days (denominator) and the number of calendar days completed in that period (numerator).

Title IV funds must be returned in the following order:

- Direct Stafford Unsubsidized Loans
- Direct Stafford Subsidized Loans
- Direct PLUS Loans for Parents

If funds remain after repaying all loans, those remaining funds must be credited in the following order:

- Federal Pell Grants
- Academic Competitiveness Grant
- National SMART Grant

Return of Unearned Federal Student Aid Funds

The university must return the lesser of the following:

- The amount of federal student aid program funds that the student does not earn.
- The amount of institutional costs that the student incurred for the payment period (or period of enrollment multiplied by the percentage of funds that was not earned).

If there are additional federal student aid funds that must be returned, the student must return or repay as appropriate:

- Any federal student loan funds in accordance with the terms of the loan.

- Any remaining unearned federal student aid program grant funds (not to exceed 50 percent of the grant received).

For post-withdrawal disbursements, the institution is required to return the amount of Title IV funds for which it is responsible no later than 45 days after the Date of the Determination of the date of the student's withdrawal.

If a student earned more aid than was disbursed to him/her, American Sentinel may owe the student a post-withdrawal disbursement, which must be paid as soon as possible but no later than:

- *For loans:* 180 days from the date the student withdrew.
- *For grants:* No later than 45 days from the date the student withdrew.

The university is required to notify the student in writing (within 30 days of the date it determined that the student withdrew) that he/she is eligible for a post-withdrawal disbursement of Title IV loan funds.

If the student (or parent in the case of a PLUS Loan) is eligible to receive a post-withdrawal disbursement of loan funds, the borrower must first confirm in writing whether he/she accepts/declines all or some of the loan funds offered as a post-withdrawal disbursement. A post-withdrawal disbursement of federal grant funds does not require student acceptance or approval and the grant funds may be applied directly to the student's account in order to satisfy tuition and fees, or directly to the student. The university will seek the student's authorization to use a post-withdrawal disbursement for all other education-related charges in addition to tuition and fees.

Withdrawal During a Semester

Students who elect to withdraw from the university during a semester must do so by dropping or withdrawing from all of their courses. When this occurs the institution will review the official date of withdrawal and compare the total number of calendar days in a payment period or period of enrollment (denominator) and the number of calendar days completed in that period (numerator).

Once the calculation of the return of Title IV funds is completed, the amount (if any) of unearned funds are returned to the Department of Education. Students who have federal funds returned and owe money to American Sentinel are notified by email and a 'balance hold' is placed on the account.

Campus Security

Campus Security and Crime Prevention Information

American Sentinel University complies with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). Our policy is prepared in cooperation with local law enforcement agencies. Per the Clery Act, nothing in the law shall be construed to permit a school to retaliate, intimidate, threaten, coerce or otherwise discriminate against any individual.

The university attempts to provide students and employees with a safe and secure environment in which to study and work. American Sentinel's offices are open during posted hours and are secured during times the school is not open. American Sentinel does not have a physical campus location or residential facilities for students.

Personal Safety

While the university attempts to provide a safe and secure environment, students, faculty, staff and office visitors are ultimately responsible for their own safety. Safety is enhanced when students and employees take the following precautions:

- Report all suspicious activities to the local police immediately.
- Never take personal safety for granted.

- Avoid walking alone at night.
- Avoid parking or walking in secluded or dimly lit areas.
- Carry only small amounts of cash.
- Never leave valuables unattended.
- Carry keys at all times and do not lend them.
- Lock car doors and close the windows when leaving the car.

Reporting a Crime

If a student or employee is aware that a crime has been, or is being committed on university property or at a school-sponsored event, the crime should be reported immediately to the local police and the president or the designated safety officer. In an emergency, the local police department can be reached at 911.

The university does not have a campus police or security department. The university works with local law enforcement agencies and refers criminal incidents to the local police department having jurisdiction over such matters.

The university does not tolerate violence or threatening conduct against any members of the university community. This includes criminal acts against people or property, as well as harassment based on sex, race, ethnicity, gender orientation or disability. The university will impose strict disciplinary actions and appropriately involve law enforcement officials should any acts of violence occur on university property or in the online environment.

In addition to any criminal sanctions, the university will impose appropriate disciplinary sanctions if the offender is a student or employee of American Sentinel. The university president should be contacted if someone wishes to file a complaint.

Disciplinary Proceedings

Upon written request, the university will disclose to the alleged victim of a crime of violence or a non-forcible sex offense the results of any disciplinary hearing conducted by the university against the student who is the alleged perpetrator. If the alleged victim is deceased as a result of the crime or offense, the university will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Reporting to the Community

The president will prepare an annual report of criminal offences and violations for the community. This information will be posted to the campus web. A sample report is below:

Crime Statistics for American Sentinel for the Past Three Years

Offenses Reported to Law Enforcement

City	Year	Population	Violent crime	Murder	Forcible Rape	Robbery	Aggravated Assault	Property crime	Burglary	Larceny-theft	Motor vehicle theft	Arson
Aurora	2008	316,323	1,622	18	188	555	861	10,660	2,216	7,146	1,298	98
Aurora	2009	324,014	1,524	22	216	289	553	10,037	2,051	6,820	1,166	96
Aurora	2010	325,087	685	9	90	234	352	5,007	979	3,553	475	28

Data from FBI statistics (http://www.fbi.gov/about-us/cjis/ucr/ucr#ucr_cius)

Complaint Policy

If students have any complaints concerning American Sentinel University programs, they should contact:

**Mary Adams
President**

American Sentinel University
2260 South Xanadu Way, Suite 310
Aurora, CO 80014
Tel. 303.991.1575 mary.adams@AmericanSentinel.edu

Students residing in the state of Wisconsin: If a complaint is not settled at the institutional level, the student may contact the Wisconsin Educational Approval Board, P.O.Box 8696 Madison, WI 53708-8696, Telephone: 608-266-1996

Arbitration

Any disputes or claims (including any claims against American Sentinel or its officers, trustees or employees shall be resolved by arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association. Judgment on any award by the arbitrator may be entered in any court having jurisdiction. Because such a transaction involves interstate commerce, the Federal Arbitration Act and related federal judicial procedure govern. Any dispute subject to arbitration will not be adjudicated as a class action or a consolidated class arbitration proceeding either in court or under the rules of the American Arbitration Association. A student's responsibility to pay administrative fees, filing fees, processing fees, arbitrator compensation and services charges for arbitration proceedings conducted by the American Arbitration Association will be limited to no more than \$125 for claims under \$10,000 and \$375 for claims between \$10,000 and \$75,000, or for claims not seeking monetary compensation. The arbitrator is allowed to ignore this limit, except as prohibited under applicable arbitration rules, should the arbitrator find that the student filed a frivolous claim(s) or unnecessarily delayed the arbitration proceedings. Except as may be required by law, neither a party nor an arbitrator may disclose the existence, content or results of any arbitration conducted pursuant to this provision without the prior written consent of both parties.

Rights and Responsibilities

Student Manifesto

We Nurture Talent

At American Sentinel University, nurturing students' talent is our primary responsibility. We believe the only true measure of our success is our students' success in their chosen fields.

To achieve our goals, American Sentinel pledges to our students that we will, to the best of our ability:

- Offer high-quality educational programs.
- Provide a response to student requests within 24 hours.
- Create a variety of innovative courses and programs that equip students with the latest and most desired knowledge in the marketplace.
- Employ the most innovative educational technologies.
- Provide world-class student services and support.
- Operate in a fiscally responsible manner to ensure students receive the best value tuition.
- Provide students annual reports on our progress toward meeting our goals.

Student Code of Conduct

The Code of Student Conduct serves only as a guide of acceptable due process procedures. The administration of American Sentinel University has the authority to modify or change the Code of Student Conduct at any time. The student is responsible for obtaining all published materials and updates to this code from the student website.

The primary concern of American Sentinel University is its students. American Sentinel attempts to provide an environment that is conducive to academic endeavor and social and individual growth. Enrollment at American Sentinel is considered implicit acceptance of the rules, regulations and guidelines governing student behavior. American Sentinel reaffirms each student's privilege of exercising certain rights, including the right to appropriate due process in any disciplinary matter.

Categories of Misconduct

Misconduct for which students are subject to discipline falls into the following categories:

Acts of dishonesty:

- Academic dishonesty including but not limited to cheating and plagiarism.
 - Cheating includes (1) acquiring information for specifically assigned projects from another student, working with one or more persons on an exam that is to be taken as an individual or observing work from another individual's exam; (2) providing information to another student for an exam that is meant to be taken individually or copying and giving out the exam or content prior to the exam time.
 - Plagiarism includes (1) failing to credit sources used in a work product in an attempt to pass off the work as one's own; (2) attempting to receive credit for work performed by another person or student, including papers obtained in whole or in part from individuals or other sources.
 - Falsifying information includes (1) the falsification of the results obtained in research; (2) the written or oral presentation of results of research that have not been performed.
 - Conspiring to commit an act of academic dishonesty.
- Furnishing false information to any university office or official, faculty member or staff member acting in an official capacity, or giving false testimony or other falsified evidence at any campus disciplinary hearing.
- Forgery, alteration or misuse of any university document, record or instrument of identification.
- Theft, unauthorized access to, or other abuse of computer systems (or computer time relating to college endeavors).
- Conspiring, planning or attempting to achieve any of the above acts.

Failure to meet official obligations to the university:

- Issuance of a check without sufficient funds.
- Failure to fulfill financial obligation(s) to the university.
- Failure to fulfill other legal obligation(s) to the university.
- Failure to comply with reasonable directions of or failure to heed an official summons of college officials, faculty or staff members.
- Failure to comply with the sanction(s) imposed under the Code of Student Conduct or sanctions otherwise imposed by the university.
- Conspiring, planning or attempting to achieve any of the above acts.

Nursing Code of Conduct

Nursing students are expected to function within the framework of the American Nurses Association Code of Ethics for Nurses. Students may purchase the Code of Ethics for Nurses by contacting the American Nurses Association Publishing Company or may view the code online at <http://nursingworld.org/MainMenuCategories/EthicsStandards/CodeofEthicsforNurses.aspx>.

Student Rights

Every American Sentinel University student has:

- The right to appeal academic matters such as school policies, regulations and processes that affect their academic progress.
- The right to receive academic information in writing at the beginning of a course of instruction and to request further clarification of the following information from the professor/ instructor delivering the course:
 - The course schedule, outline, and objectives.
 - The type of teaching/ learning methods to be employed in the course.
 - The methods of assessment of achievement and evaluation procedures.
 - Expectations of academic conduct from the course professor.
- The right to make, without fear of reprisal, a responsible complaint of unfairness, harassment, or discrimination, and the right to petition the appropriate authority for changes in university policies and procedures.
- The right to appeal academic grades.
- The right to be honestly and fully informed about the reason for institutional policies and procedures and to request change in policies and procedures.
- The right to be graded on academic performance and to be protected by well-defined procedures designed to prevent prejudiced or capricious evaluation by professors.
- The right to the privacy of his or her records and the right to examine of such records. This includes the right to be notified in the event of adverse information being placed in their official student file.
- The right, in accordance with the Freedom of Information and Privacy Act, to protection from release of information concerning any of his or her files to anyone without the student's prior written consent.

Student Responsibilities

American Sentinel University believes academic integrity is the foundation of the academic community. Every member of the American Sentinel University community is responsible for promoting and maintaining honesty within the institution.

Students shall submit written or other work that is the product of their own efforts and was not accomplished dishonestly. Academic dishonesty includes the following:

- Copying from another student's paper.
- Using material not authorized by the course instructor to complete an assignment or examination (for example, referring to the book on a non-open-book exam).
- Collaborating with another student during an examination without permission.
- Plagiarism.
- Collusion by obtaining or giving another student unauthorized assistance in course work.
- Falsification of any examination, paper, record, assignment or report.
- Knowingly using, buying, selling, stealing or soliciting contents of an examination, paper, record, assignment or report.
- Representing oneself as another student for the purpose of taking an examination or allowing oneself to be represented by another for the same reason.
- Cheating of any kind.
- Furnishing false or misleading information to school officials or on official records.
- Forging, altering or misusing the school name, the name of any school employee, documents, records, or identification.
- Using any technology to infringe upon the rights of others.
- Using technology (or verbally threatening to do so) to take any action that endangers or impairs the safety, health, life or freedom of any person affiliated with American Sentinel University.

- Students not conducting themselves in a professional and courteous manner in the classroom environment.
- Students who violate any policy of American Sentinel University. Violators may also be in breach of student responsibilities and subject to action up to and including dismissal from the university.

Code of Conduct Violations

All alleged violations of the Student Code of Conduct shall be investigated in a prompt and reasonable matter. The investigation shall gather relevant evidence including, but not limited to, pertinent documents and statements from witnesses.

A student who is charged with a violation of the Student Code of Conduct will be notified of the specific charges in writing by the president and shall be given 10 days to submit a written response. Failure of a student to respond to charges shall result in suspension from the university.

After a student responds to the letter, a committee of at least three impartial individuals will be appointed by the president to review the charges and the student's response. Students are given the opportunity to address the committee and make a statement in their defense. This may be done via teleconference. Students are not entitled to representation by an attorney or any other third party at any point in the process. The meeting may not be recorded or taped.

After the meeting, the committee will make a recommendation to the president, who has the ultimate authority to accept, reject or modify the recommendations of the committee. The president will render a decision and inform the student.

Penalties for violation of institutional policies, rules and regulations may be administered regardless of whether the actions of the student are civil or criminal violations. Whenever disciplinary actions lead to a student leaving American Sentinel University, grades will be assigned in accordance with university's grade policy and dates set forth in the academic calendar. One or more of the following misconduct penalties may be imposed by American Sentinel upon individuals, groups or organizations.

- **Admonition:** This consists of a verbal or written warning. Verbal admonitions do not become a part of the student's confidential record held in the registrar's office.
- **Loss of privileges or imposition of certain tasks:** Under some circumstances of misconduct, the university may deem it appropriate to take away certain privileges. The following penalties may be imposed:
 - Withholding of an official transcript or degree,
 - Blocking from enrollment for a specified period of time.
 - Failing or changing a test, course, assignment or other grade
 - Suspending library and internet access.

The student may also be required to perform certain tasks, such as making restitution—whether monetary or by specific duties—attending counseling sessions, performing additional academic work not required of other students in a specific course, complying with a behavioral contract, or paying special fees, fines or service charges.

- **Probation:** Probation is levied for a specified time, the duration of which will be determined by the seriousness of the misconduct. Probation carries with it a warning that any further violations of university regulations may result in more serious consequences, including suspension or expulsion.

The two types of probation related to the Student Code of Conduct are:

- Conduct probation - A sanction that will be removed from the student's confidential record at the end of the period of probation.

- Disciplinary probation - A sanction that may or may not remain a permanent part of the student's record.
- **Suspension:** Continued and/or flagrant violations of the probation terms (or serious-offense cases) may result in suspension from American Sentinel for a specified period. The student is blocked from re-enrollment until he/she applies for readmission to the university and is cleared by appropriate officials. Suspension becomes a part of the student's permanent record in the registrar's office.
- **Withdrawal:** Withdrawal is administrative removal of a student from a class or from the university and may be imposed in instances of unmet financial obligations to the university, for reasons of health or pending the outcome of competent medical evaluation. The withdrawn student may also be barred from re-enrollment until specific conditions are met.
- **Expulsion:** Expulsion is permanent severance from American Sentinel University.
- **Revocation of degrees:** The revocation of degrees may occur for misconduct of prior students. Allegations of misconduct that may result in a revocation of a degree will be considered by the appropriate academic process.

Internet Usage Policy

All Internet data that is composed, transmitted or received via the American Sentinel computer communications systems is considered to be part of the official records of the university and is subject to disclosure to law enforcement or other third parties such as state regulators and accrediting agencies. Consequently, students should always ensure that the information contained in their email messages and other transmissions is accurate, appropriate, ethical and lawful.

The equipment, services and technology provided via the Internet are the property of the school. As such, the university reserves the right to monitor Internet traffic and retrieve and read any data composed, sent or received through our online connections and stored in our computer systems. Data that is composed, transmitted, accessed or received via the Internet must not contain content that could be considered discriminatory, offensive, obscene, threatening, harassing, intimidating or disruptive to any employee or other person. Examples of unacceptable content may include, but are not limited to, sexual comments or images, racial slurs, derogatory gender-specific comments, or any other comments or images that could reasonably offend someone on the basis of race, age, sex, religious or political beliefs, national origin, disability, sexual orientation, or any other characteristic protected by law.

The unauthorized use, installation, copying or distribution of copyrighted, trademarked or patented material on the Internet is prohibited. As a general rule, if a student did not create the material, does not own the rights to it or has not secured authorization for its use, the material should not be put on the Internet. Likewise, copyrighted and/or trademarked information should not be downloaded from the Internet to the school's networks or devices without obtaining prior permission in writing or having possession of a legal bill of sale or license from the owner.

Abuse of school-provided Internet access will result in disciplinary action up to and including dismissal. Students may also be held personally liable for any violations of this policy. The following behaviors are prohibited and can result in disciplinary action:

- Sending, printing or posting discriminatory, harassing or threatening messages or images.
- Stealing, using or disclosing someone else's code or password without authorization.
- Copying, pirating or downloading software and electronic files without permission.
- Sending or posting confidential material, trade secrets or proprietary information outside of the university.
- Violating copyright law.
- Failing to observe licensing agreements.

- Engaging in unauthorized transactions that may incur a cost to the university or initiate unwanted Internet services.
- Sending or posting messages or material that could damage the university's image or reputation, including the use of the university name, titles and positions in any publication that may be perceived as offensive.
- Participating in the viewing or exchange of pornography or obscene materials.
- Sending or posting messages that defame or slander other individuals.
- Attempting to break into the computer system of another organization or person.
- Performing operations intended to identify security vulnerabilities or disrupt service of another organization.
- Refusing to cooperate with a security investigation.
- Sending or posting chain letters, solicitations or advertisements not related to education purposes or activities.
- Using the Internet for political causes or activities, religious activities or any sort of gambling.
- Jeopardizing the security of the university's electronic communications systems.
- Sending or posting messages that disparage another organization's products or services or passing personal views as representing those of the organization.
- Sending anonymous email messages.
- Engaging in any other inappropriate or illegal activities.

Information Fluency

American Sentinel University strives to give students the skills to become lifelong independent learners. Information literacy skills—including how to find, evaluate and use information—are critical to lifelong learning. Information resource use is incorporated into all American Sentinel courses and programs.

Intellectual Property Rights

American Sentinel University owns all proprietary rights, including patent, copyright, trade secret, and trademark rights, to all American Sentinel materials provided in conjunction with enrollment. No portion of the materials may be copied or otherwise duplicated, nor may the materials be distributed or transferred to any other person or entity. The materials are for the use of the individual student in an American Sentinel University course. Any other use of the materials violates the enrollment agreement.

Intellectual Property rights in scholarly works belong to the faculty member or student who created the work, unless an agreement provides otherwise. Faculty scholarship does not include courses.

Job Placement Disclaimer

The purpose of degree programs offered by American Sentinel University is to extend the nature and range of careers available to its students by providing a quality education that integrates theory with practical application. The university does not offer guarantees of job placement, advancement or continued employment.

Legal Holidays

American Sentinel University offices will be closed New Year's Day, Martin Luther King, Jr. Day, Memorial Day (fourth Monday in May), the Fourth of July, Labor Day (first Monday in September), Thanksgiving Day (fourth Thursday in November) and the Friday immediately following Christmas Eve (December 24) and Christmas day (December 25).

Letter of Reference

Students can request personal or professional reference letters from individual faculty members. Such requests should be submitted in writing directly to the faculty member along with a resume or curriculum vitae. At least two weeks' notice should be given. Reference letters are not maintained by the university. Reference letters requested after graduation should also be submitted in writing directly to the faculty member.

Non-Discrimination Statement

In compliance with federal law, including the provisions of Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, American Sentinel University does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, sexual orientation or military service in any of its:

- Educational policies, programs, or activities.
- Admissions policies or scholarship or loan programs.
- American Sentinel University-administered programs.
- Hiring practices.

Inquiries or complaints should be directed to the president's office.

Privacy

American Sentinel does not sell or rent any personal data that is submitted on its website to any third parties.

Data Collected

American Sentinel automatically collects anonymous statistical data about the use of its website (browser, Internet domain, computer operating system, and IP address and navigation path for visitors to the website). The university also collects personal data that visitors and prospective students voluntarily submit.

Data Used

American Sentinel uses data to improve the navigation, functionality and content of its website and to improve its program and services. Personal data is used to:

- Communicate with students to provide them requested information and to tell them about our program and services.
- Help university officials make informed admission decisions.
- Verify students' identities prior to granting access to certain American Sentinel services and resources.
- Communicate with individuals once they become students.

Data Shared

American Sentinel University does not sell or rent any personal data that is submitted on its website to any third parties. American Sentinel may share personal data collected through its website with other companies, organizations and individuals who perform certain functions on its behalf, for example, companies that provide support services (such as credit card processing services) or companies that help market American Sentinel products and services.

These companies, organizations and individuals may need this information in order to perform their functions. They are not authorized to use the information we share with them for any other purpose.

Occasionally American Sentinel may send information about products and services we think may be of interest to students. Sometimes American Sentinel may share this information with its educational partners to bring similar information to your attention. If, at any time, you would like American Sentinel to remove your name from any of our marketing lists, please contact us at info@americansentinel.edu. American Sentinel will promptly comply with your request.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. Under FERPA, the university can disclose education records without a student's prior written consent to school officials with legitimate educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the university.

In addition, there are some special circumstances when American Sentinel University may share personal data. For example, personal data may be shared in the following situations:

- When it is necessary to comply with U.S. Department of Education or Colorado Commission on Higher Education reporting requirements or the reporting requirements of accrediting bodies.
- When requested to comply with a court order or subpoena.
- When requested to comply with a legal requirement.
- When requested to enforce our conditions of use to protect the rights, property or safety of American Sentinel University, our students or others.
- For fraud protection.
- For credit risk reduction.
- To administer our programs.
- To provide a quality online learning experience.
- In the event of a corporate sale, merger, reorganization, dissolution or similar event.

The university may share anonymous statistical data about our users with advertisers, business partners, sponsors and other third parties.

Data Protection

American Sentinel University seeks to maintain the integrity and security of its databases. Although no guarantee can be provided against any loss, misuse, unauthorized disclosure, alteration or destruction of data, American Sentinel strives to prevent such events. Our servers and databases are protected by firewalls and passwords. In addition, American Sentinel uses Secure Sockets Layer (SSL) software to encrypt transcript and payments data. All other confidential data that students submit is accessible only to authorized employees of American Sentinel University.

Data from Children

American Sentinel University does not knowingly collect personal data from children under the age of 13 through our website. If you are under 13, please do not give us any personal data. If you have reason to believe that a child has provided personal data to American Sentinel University through the website, please contact us at info@americansentinel.edu and we will try to delete that information from our databases.

Other Websites

The American Sentinel University website may contain links to other websites external to our own site. American Sentinel does not control these websites and is not responsible for their data practices. Any information provided to these websites is covered under the privacy policies of these linked external websites.

Changes

This American Sentinel University privacy policy was last revised on June 25, 2011. We reserve the right to modify our privacy policy at any time, so students and website visitors should revisit the website to

check for updates. Use of the website following any such change constitutes the visitor's agreement that all data collected from or about them is subject to the terms of the revised privacy policy.

Governing Law

This privacy policy shall be governed in accordance with the laws of the state of Colorado, United States of America.

More Information

If you have any questions about our privacy policy, please email us at info@americansentinel.edu.

Research Protocol

Any faculty, staff or student wishing to conduct research under the auspices of American Sentinel University must have the research proposal reviewed and approved by the institutional review board. The institutional review board will oversee the conduct of the study in accordance with the Department of Health and Human Services Policy for the Protection of Human Research Subjects (<https://ohsr.od.nih.gov/guidelines>).

Schedule of Course Offerings

The registrar is responsible for developing schedules of course offerings each term and making them available to all necessary parties. Not all courses may be offered every term. Last-minute changes to schedules are avoided whenever possible, but may be necessary to accommodate staffing and class size. The registrar or designee is responsible for making the final decision to add, cancel, combine or split courses based on enrollment, academic effectiveness and other factors. Students will be given prompt notification of schedule changes.

Sexual Harassment

American Sentinel University considers sexual harassment in all its forms to be a serious offense and one that is subject to a range of actions up to and including suspension or dismissal. Sexual harassment by students, faculty or staff is a violation of American Sentinel policy and will not be tolerated.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is explicitly or implicitly made a condition of an individual's enrollment at the university.
2. Submission to or rejection of such conduct by an individual is used as the basis for an academic decision affecting the individual.
3. Such conduct interferes with an individual's right to achieve an educational objective or to study in an environment free of intimidation, hostility or threats stemming from acts or language of a sexual nature.

If you are sexually harassed, please follow these steps:

1. Tell the harasser firmly, clearly and directly what specific comments or advances are unwelcome.
2. Keep a record of all dates, times, places and types of incidents that have occurred and make a note of witnesses. It is important to be accurate and thorough when documenting incidences.
3. Report sexual harassment incidents to the dean. All complaints must be reported to the appropriate program office within 180 days of the incident.
4. Follow the steps outlined by the dean.

Reporting of sexual harassment incidents is considered sensitive and confidential. Dissemination of information relating to sexual harassment incidents will be limited in order to protect the privacy of those involved.

When investigating allegations of sexual harassment, Equal Employment Opportunity Commission (EEOC) looks at the circumstances and the context in which the alleged incidents occurred. A determination on the allegations is made from the facts on a case-by-case basis.

Social Media Guidelines

Guidelines for social media at American Sentinel University must be followed by American Sentinel employees or contractors interacting on behalf of American Sentinel who create or contribute to blogs, wikis, social networks, virtual worlds or any other kind of social media, both at www.americansentinel.edu and elsewhere. These guidelines must also be followed by anyone using social media accounts that are connected to a university email address.

If an individual signs up as a friend of American Sentinel on Facebook, people can only see a photo and a name, but not any other personal information. The same applies to LinkedIn. An individual can only see more information about people he or she is friends/linked with.

On MySpace and Twitter, all information is viewable by anyone on the Internet. American Sentinel encourages employees not to link their MySpace account to American Sentinel-related social media accounts. If they do, they must follow American Sentinel's social media guidelines.

Upholding American Sentinel's Values

Guidelines for functioning in different social media platforms are the same as the regular policies around values, ethics and confidentiality. General posting guidelines that adhere to such values:

- Post meaningful, respectful comments. No spam and no offensive or off-topic remarks.
- Always pause and think before posting.
- Reply to comments in a timely manner when a response is appropriate.
- When disagreeing with others' opinions, be appropriate and polite.

Disclose Affiliation

If writing about school-related matters that are within an employee's area of job responsibility, an employee must disclose his or her affiliation with American Sentinel. Using a false name and concealing a relationship is misrepresentation.

Unless authorized to speak on behalf of American Sentinel University, you must clearly state that any views expressed are your own.

Professionalism

Be careful sharing personal information online. Business and pleasure should not be mixed on social network services such as Twitter. If in doubt about the appropriateness of a tweet or posting, American Sentinel employees should seek approval from their supervisor before posting.

Non-public Information

Never disclose online:

- Non-public financial or operational information, including strategies and forecasts. If it's not already public information, do not share it.
- Personal information about other employees or students.

- Legal information that has anything to do with a legal issue, legal case or attorneys.
- Information that is considered confidential.

Student Evaluation of Courses

Student course evaluations are meant to provide students the opportunity to give feedback on the teaching/learning process, the instructor's interaction with students, the delivery of course material and the quality of the learning environment. Student evaluations are one component of the faculty evaluation process.

The information gathered through student course evaluations is to be used by American Sentinel faculty and academic leadership for instructional development. Therefore, any course evaluation program should include recommendations of resources for the improvement and further development of teaching. Student evaluations are taken seriously and used as one measure of professional development activities.

Student Identification

American Sentinel University verifies the identity of the students who are completing its courses and programs. Students must access their courses through the secure MyASU portal, where they must enter their unique username and password. These passwords must regularly be changed and may not be reused.

American Sentinel monitors technological improvements in order to identify more effective methods for verifying student identity and to assure that each student earning credit in a course is the person who completed all of the relevant work. To achieve this, American Sentinel follows these procedures:

1. Students who are enrolled in an online course must always be required to enter their user ID and a password to access their online course (through the MyASU portal). Login takes place through a secure connection.
2. Professors determine when proctored examinations are required.

Tax Benefits for Higher Education

Each year, the Internal Revenue Service requires all eligible institutions to report certain information about qualified tuition, fees and related expenses to the IRS and to each of its students. The information reported on Form 1098-T helps students determine if they are eligible to take the Hope Credit or Lifetime Learning Credit on their federal income tax return.

To facilitate accurate reporting, the student must maintain a current address and social security number on file with the university.

For information on education-related federal tax benefits, see IRS publication 970, "Tax Benefits for Higher Education," or contact your personal tax advisor.

University Measurement of Student Engagement

The university recognizes the need to benchmark student satisfaction against student satisfaction at other institutions. Each May, the university surveys students who achieved advanced standing in our undergraduate degree programs (>90 semester credits) using a nationally referenced examination. This tool will be chosen by the deans and provost with input from the academic policy committee.

Veteran's Administration Students

To avoid overpayments, students who receive VA education benefits should promptly report any changes in enrollment or dependency status to the university and the U.S. Department of Veterans Affairs (DVA). The university is required to notify the DVA within 30 days of any change in student status during previously certified periods of enrollment. Changes include withdrawals, unsatisfactory academic progress and changes in dates of enrollment. Upon receipt of the notice, DVA will reduce or terminate benefits. DVA is required to take prompt and aggressive action to recover benefit overpayments.

Tuition Assistance Top-up

Active-duty students requesting to use the Tuition Assistance Top-up program should direct all questions or concerns to the Department of Veterans Affairs at 1-888-GI-BILL-1 (1-888-442-4551) or via their website at www.gibill.va.gov/. American Sentinel University has no involvement in processing Tuition Assistance VA Top-up requests

Right to Change Requirements

Neither the American Sentinel University catalog nor any of the information and requirements contained herein constitute a contract or create any contractual commitments between American Sentinel University and any student, prospective student, or third party. The information and program requirements contained in American Sentinel University catalog are regularly updated and are subject to change without notice. All updates to the catalog will be posted on American Sentinel's website.

FACULTY

Full-time and adjunct faculty:

General Education Faculty

Alex Andrews	M.A., Mathematics, American University
Dr. Philip Bence	Ph.D., Practical Theology, University of St. Andrews
Jane Binns	MFA, Creative Writing, Naropa University
Dr. John Chappo	Ph.D., University of Southern Mississippi
Dr. Elizabeth daRosa	Ph.D., Education, Northern Illinois University
La Verne E. Donelson	M.S., Counseling, California State University at East Bay
Dr. Thomas Donovan III	Ph.D., Philosophy, University of CA, Riverside
Karen Faith	M.A., Geography, Arizona State University
Dr. Miriam Huff	Ph.D., Professional Studies, Capella University
Dr. Eric Lance	Ph.D., Health Psychology, North Central University
Dr. Amy Laptad	Ph.D., Education, North Central University
Vanessa Leonard	M.A., Communications, University of Northern Colorado
Dr. Kevin Morkel	Doctorate in Medicine, Biological and Medical Sciences, Autonomous University of Guadalajara
Dr. Sam Mryyan	Ph.D., Civil Engineering, Kansas State University
Antoinette Percy-Laurry	M.S., Public Health, University of Alabama at Birmingham
Dr. Jane Allen Petrick	Ph.D., Organizational Psychology, The Saybrook Institute
Keely Preston	MFA, Painting, University of Denver
Dr. Terese Stratta	Ph.D., Education, Southern Illinois University

Business Faculty

Dr. Theodore Alex	Ph.D., Business Administration, University of Arkansas
Joan Maria Anderssen	Masters in Commercial Banking, University of Colorado Boulder
Vicki Befort	ME.d., Colorado State University
Monica Bess	MBA, Franklin University
Dr. Saundra Braxton	Ph.D., Organization Management, Capella University
Dr. Timothy Brown	Ph.D., Capella University
Dr. Ping Ching Winnie Chan	Ph.D., Economics, University of Toronto
Dr. Amit Dave	Ph.D., Educational Leadership, Clark Atlanta University
Theodore Flatt	Masters in International Business, Nova Southeastern University
Ted Framan	MBA, Marketing, University of Texas at Austin
Dr. William Jackson	Ph.D., Statistics and Research Methodology, University of Northern Colorado
Dr. Guerman Kornilov	Ph.D., Economics, American University
Dr. Alex Lazo	Ph.D., Organization and Management, Capella University
Douglas Lewis	Juris Doctorate Law, Capital University Law School
Lisa Moccaldi	M.S., Organizational Management, St Joseph's College
Dr. Jama Rand	Ph.D., Organization and Management, Capella University
Dr. Mark Revels	Ph.D., Technology Management, Indiana State University

Patricia Elaine Schroeder	Executive MBA, Finance, Nova Southeastern University
Dr. Jeff Stevens	Ph.D., Process Engineering and Organizational Leadership, Texas A&M
Hong Zhao	M.S., Accountancy, California State University Los Angeles

Health and Human Services Faculty

Dr. Faisal Aboul-Enein	Ph.D., University of Texas Health Science Center
Dr. Marshall Alameida	Ph. D., Nursing, University of California
Priscilla Aylesworth	MSN, SUNY Upstate College of Nursing
Karen Ball	MSN, University of Maryland
Juliett Batice	M.S. Advanced Nursing Studies, University of Sheffield
Dr.Linda Battle	DNP, Regis College
Deborah Bishop	MNA, University of Phoenix
Dr. Cynthia Bostick	Ph.D., Nursing, University of Colorado
Victoria Brahe	MSN, University of Phoenix
Sheri Byrnes	MSN, University of Phoenix
Dr. Lydia Campuzano	DBA, University of Phoenix
Dr. Patricia Cannistraci	DNS, Education and Leadership, Sage College
June Shu-Ling Chan	M.S., Healthcare Administration, Central Michigan University
Dr. Jean Chronis-Kuhn	DNP, Rocky Mountain University of Health Professions
Pamela Cislo	MSN, University of Missouri – Kansas City
Dr. Karen Cox	Ph.D., University of Missouri Nursing
Dr. Patricia Cox	DNP, Case Western Reserve University
Amy Culbertson	MSN, Vanderbilt University
Dr. Nancy Dhonau	DNP, Chatham University
Dr. Thomas Driver	Ph.D., Administration and Management, Walden University
Dr. Eleanor Franey	Ph.D., Family and Child Ecology, Michigan State University
Dr. EM Vitug Garcia	Ph.D., Health Education, A.T. Still University
Dr. Catherine Garner	DrPH, Health Policy and Administration, University of North Carolina
Dr. Jacqueline Gilliard	Ph.D., Capella University
Dr. Valentina Gokenbach	Doctor of Management, University of Phoenix
Dr. Roger Alan Green	Ph.D., Nursing Practice, Rush University
Dr. Joy Green-Hadden	DNP, Case Western Reserve University
Dr. Jo Anne Grunow	Ph.D., Rush University College of Nursing
Dr. Laurin Hafner	Ph.D., Social Psychology, University of Connecticut
Christina Higgins	MSN, Health Care Administration, University of Mississippi
Dr. Carolyn Hix	DNP, University of Tennessee Health Science Center in Memphis
Dr. Judith Kaplan	DHA, University of Phoenix
Carol Hrusovsky	MSN, University of Phoenix
Christopher Kowal	MSN, Management and Organizational Leadership, American Sentinel University
Dr. Heidi Toerner Landry	DNS, Louisiana State University
Margaret Lowenthal	MSN, Widener University
Jennifer Mary Lucy	ME.d., Open University
Maria Alice Masciarelli	MSN, University de Montreal
Dr. Kimberly McClane	Ph.D., Nursing Science, University of San Diego
Jennifer McGoff	MSN, Critical Care, Tract University of Rochester
Geraldine Mitchell	M.S., Health Administration, Central Michigan University

Dr. Constance Morrison	DNP, Rocky Mountain University of Health Professions
Joanne Nanavaty	MSN, American Sentinel University
Dr.Elizabeth Nelson	Ph.D., Health Services Research, University of Pennsylvania
Joann Paoletti	MSN, Wagner College
Cathryn Pawlusiak	M.S., Health Care Administration, Central Michigan University
Dr. Wanda Piercey	DHA, University of Phoenix
Dr. Suzanne Richins	Doctorate Health Care Administration, Medical University of South Carolina
Dr. Susan Santos-Lacey	Ph.D., Human Ecology, Kansas State University
Victoria Alaina Schad	MSN, Leadership and Management, Drexel University
Jean Scholz	MSN, Ohio State University
Tracy Schreiner	MBA, Regis University
Patricia (Pat) Ann Sefton	MSN, American Sentinel University
Heidi Shepard	MSN, Central Michigan University
Debra Folger Shipman	MSN, Old Dominion University
Dr. Larry Simmons	Ph.D., Nursing, University of Missouri – Kansas City
Dr. Roxane Spritzer	Ph.D., Executive Management/ Strategic Management, Claremont Graduate School
Dr. Raksmei Tan	DNP, Case Western Reserve University
Dr.Trudy Tappan	Ph.D., Education, Virginia Commonwealth University
Dr. Elaine Townsley	DHA, University of Phoenix
Dr. Timothy Bradford Waterhouse	MD, Georgetown University of Medicine
Dr. Cherie Whiting	Ph.D., Leadership, Andrews University
Pamela Swaby Williams	MSN, Nursing Education, Walden University
Dr. Sandra Wise	Ph.D., Health Education, University of Toledo
Kelly Witter	MSN, University of Phoenix
Kathy Wright	MSN, University of Texas at Austin

Technology Faculty

Dr. Jason Andress	Ph.D., Computer Science, Colorado Technical University
Dr. Alfred Basta	Ph.D., Mathematics, University of Alexandria
Nadine Basta	M.S., Computer Science, Alexandria University
Dr. Tonia Canada	DBA, North Central University
Dr. Rhonda Chicone	DBA, Applied Computer Science, Northcentral University
Dr. Theon Danet	Ph.D., Informational Systems, Nova Southeastern University
Stephanie Deitrick	M.A., Geography, Arizona State University
Dr. Chris den Heijer	Ph.D., Computer Science and Enterprise Information, Colorado Technical University
John Denson	MBA, Auburn University
Leslie Ellis	MBA, ,University of North Alabama
Ray Fernandez	M.S., Information and Computer Science, Georgia Institute of Technology
Dr. Roxana Giusca	Ph.D., Geography, Bucharest University, Romania
Michael Glasser	M.S., Information Technology, Kaplan University
Houssein Hachem	M.S., Information Resource Management, Central Michigan University
Dr. Leila Halawi	DBA, Information Technology Management, Nova Southeastern University
Dr. Linda Hamons	Ph.D., Computer Science, Colorado Technical University

Dr. Kathleen Hargiss	Ph.D., Instruction and Curriculum, University of South Florida
Michele Haywood	M.S., Systems Analysis and Design, Capella University
Dr. William Henry	DCS, Enterprise Information Systems, Colorado Technical University
William Greg Johnson	M.S., Computer Science, Georgia State University
Kevin Eugene Lee	M.S., University of Phoenix
Mary Linda McDonald	M.A., Colorado Technical University Online
Dr. Michael McGivern	Ph.D., Walden University
Dr. Festus Onyegbula	DCS, Enterprise Information Systems, Colorado Technical University
Hany Othman	M.S., Information Resource Management, Central Michigan University
Dr. James Thomas Prunier	DCS, Enterprise Information Systems, Colorado Technical University
Daniel Randall	M.S., Computer Science, Capitol College
Candi Reid	M.S., Computer Science, University of Denver
Gabriel Schmidbauer	M.S., Geographic Information Systems, State University of New York, Buffalo
Dr. Gigi Smith	Ph.D., Management, Colorado Technical University
Dr. Julia Ann Smith	Ph.D., Information Systems and Communication, Robert Morris University
James Calvin Thompson	M.S., Computer Science, North Carolina Agricultural and Technical State University
Roniqua Watkins	M.S., Information Technology, Capella University
John Webb	M.S., Computer Science, American College of Computer & Information Sciences
Dr. Patricia White	Ph.D., Information Systems, Nova Southeastern University
Dr. Ken Wong	DBA, University of Newcastle

UNDERGRADUATE COURSE DESCRIPTIONS

ACC201 INTRODUCTION TO ACCOUNTING

Introduces students to the basic concepts of accounting, including the effects of financial transactions on financial statements. Students also learn how to read and maintain a balance sheet, income statement and cash flow statement and about payroll accounting and internal controls.

Credit hours: 3

ACC205 MANAGERIAL ACCOUNTING

Examines the principles of and procedures for interpreting accounting records to make managerial decisions, including product costing, cost-volume-profit analysis and pricing.

Prerequisite: ACC201

Credit hours: 3

ACC405 INVESTMENTS

Explores investment strategies for business organizations in different stages of development. Students will perform risk analysis on various scenarios, then recommend an investment strategy to senior management.

Credit hours: 3

ANT101 CULTURAL ANTHROPOLOGY

Studies human cultural patterns and learned behavior. Includes linguistics, social and political organization, religion, culture, culture change and applied anthropology.

Credit hours: 3

ARTS200 INTRODUCTION TO ART HISTORY

Entry-level survey of art history that begins with primitive cave paintings from Lascaux, France, and progresses to 20th-century art from around the world. Covers a variety of artistic movements ranging from Classic Greek to Baroque, Rococo to Impressionism.

Credit hours: 3

BIO130 FUNDAMENTALS OF BIOLOGY

Introduction to the essential principles of biology and the structure of biological systems.

Credit hours: 3

BMT300 PRINCIPLES OF TECHNOLOGY MANAGEMENT

Focuses on innovation and the management of technology within an organization.

Credit hours: 3

BSN405 REFLECTIVE PRACTICE, ISSUES AND TRENDS

Explores nursing theories and principles that serve as guides for ethical behavior in nursing. Addresses the complexities that technological advances bring to the health care field. Other topics include economic issues, patient self-determination, ethics in research, diversity and disparities in health care.

Credit hours: 3

BSN410 HEALTH CARE DELIVERY AND QUALITY OUTCOMES

Focuses on nursing practice foundations, including the influence of socio-economic, cultural, political and physical environments on health and health care systems.

Credit hours: 3

BSN415 NURSING MANAGEMENT STRATEGIES

Introduces concepts of organization and management theory as they relate to key issues in nursing management. Topics include delegation, conflict negotiation, standards of practice and professional responsibility. Students engage in discussions on decision-making and workplace motivation.

Credit hours: 3

BSN420 STRATEGIC CHANGE AND QUALITY IMPROVEMENT

Guides students in developing their roles as leaders in interdisciplinary health care teams. Students discuss successful strategies for change management and effective communication that will result in quality improvement and patient safety. Covers various methods of effective management of resources.

Credit hours: 3

BSN422 NURSING RESEARCH

Explores the relationship between nursing theory and research/practice. Students will develop skills for evidence-based nursing practice by critiquing published research for potential implementation in practice.

Credit hours: 3

BSN425 PUBLIC HEALTH NURSING A

Explores ethical issues related to social justice, marginalization and vulnerability. Discusses nursing roles in community and public health practice.

Credit hours: 3

BSN430 PUBLIC HEALTH NURSING B

Building on BSN 425, students conduct a community health assessment and develop and implement an intervention for a specific community health need.

Prerequisite: BSN425

Credit hours: 3

BSN436 DEVELOPING NURSING PRACTICE

Introduces a structured critical thinking approach to achieving the Institute of Medicine's five core competencies. Students will be guided by critical thinking habits and skills in their nursing assessment, interdisciplinary planning and goal-setting for patient health outcomes. Offers suggestions for assessing the critical thinking abilities of patients and families to participate in care.

Credit hours: 3

BSN440 CASE MANAGEMENT

Focuses on innovative, integrated nursing case management models that succeed in today's managed-care delivery system.

Credit hours: 3

BSN499 CAPSTONE PROJECT

The final course in the RN to BSN program allows nursing students to draw on their classroom and clinical experiences and apply that knowledge to a larger community context.

Prerequisites: All required BSN courses.

Credit hours: 3

BUS210 BUSINESS STATISTICS I

Introduces the foundations of statistical analysis, including distributions, measures of location and dispersion, probability, normal probability distribution, sampling and testing methods, and decision analysis.

Credit hours: 3

BUS211 BUSINESS STATISTICS II

Covers advanced topics in the statistical analysis of business operations as well as the application of statistics in forecasting, quality control and decision-making.

Prerequisite: BUS210

Credit hours: 3

BUS230 BUSINESS LAW I

Examines basic legal principles and issues concerning business. Includes an overview of contracts, the Uniform Commercial Code and bankruptcy law.

Credit hours: 3

BUS320 QUANTITATIVE METHODS

Provides an overview of management science applications and capabilities.

Credit hours: 3

BUS331 BUSINESS LAW II

Explores business-related legal principles and emphasizes the different business relationships and legal structures that support such principles, including employer-employee, agency, and property relationships, and bailments, insurance and lender-borrower interactions.

Prerequisite: BUS230

Credit hours: 3

BUS420 LEADERSHIP IN A CHANGING ENVIRONMENT

Explores how leaders can manage organizational change and leverage environmental change to their advantage.

Prerequisites: Core BSBA courses

Credit hours: 3

BUS454 ETHICAL DECISION-MAKING FOR BUSINESS

Examines ethics and values in business.

Credit hours: 3

BUS460 CORPORATE GOVERNANCE

Examines the dilemmas facing today's leader and the risks and best practices of corporate governance. Reviews the legal, ethical and regulatory responsibilities of governed entities using case studies that focus on business decision-making.

Prerequisite: Core BSBA courses

Credit hours: 3

COM115 ORAL COMMUNICATION

Teaches students to formulate ideas into effective spoken presentation. Covers the selection of supportive materials, arranging ideas logically and clear speaking techniques.

Credit hours: 3

COM240 PRINCIPLES OF BUSINESS COMMUNICATIONS

Focuses on the written and spoken communication skills necessary for success in contemporary business organizations.

Credit hours: 3

COM412 PROFESSIONAL COMMUNICATION

Assists health care and business professionals in developing the necessary communication skills to become effective leaders and communicators.

Credit hours: 3

CS105 INTRODUCTION TO COMPUTER SCIENCE

Examines the computer science discipline, covering basic computer concepts such as binary logic, computer hardware, design and writing of programs, and advanced applications such as artificial intelligence. General overview of the computer science major and the terminology and concepts students learn throughout the program.

Credit hours: 3

CS130 FUNDAMENTALS OF PROGRAMMING

Fundamentals of computer programming and problem solving using C++.

Prerequisites: IS116

Credit hours: 3

CS205 INTERMEDIATE PROGRAMMING

Teaches more advanced topics such as pointers, linked lists and recursion, with an emphasis on programming style.

Prerequisite: CS130

Credit hours: 3

CS211 COMPUTER ORGANIZATION

Introduction to the operation of digital hardware, with an introduction to assembly programming. Topics include Von Neumann architecture, the fetch/execute cycle, machine-level data representation, memory organization and technologies, logic gates and circuit construction.

Prerequisites: CS130

Credit hours: 3

CS215 DATA STRUCTURES

Presents concepts behind abstract data types and their design, creation and use. Students gain experience using stacks and queues, implementing those using techniques from previous courses.

Prerequisite: CS205

Credit hours: 3

CS216 ALGORITHMS I

Presents standard algorithms for sorting and searching. Covers how algorithms are analyzed for performance.

Prerequisites: CS205 or CS111

Credit hours: 3

CS221 SOFTWARE ENGINEERING

Principles of software engineering in medium- and large-scale projects. Explores many of the techniques used to maintain quality in software development, from creating good specifications to testing software modules.

Prerequisite: CS215

Credit hours: 3

CS310 PROGRAMMING LANGUAGE CONCEPTS

Covers the design and implementation of high-level programming languages. Upon completing this course, students understand how programming languages are created and their relationship with the underlying hardware, and are able to evaluate the merits of existing and emerging languages.

Prerequisite: CS215

Credit hours: 3

CS320 THEORY OF COMPUTATION

Explores the theoretical foundations of computer science through the use of abstract machine models and formal languages and grammars. Topics include finite and pushdown automata, non-determinism, regular languages and grammar, context-free languages and grammars, closure properties and proof techniques.

Prerequisite: CS215

Credit hours: 3

CS331 ALGORITHMS II

A continuation of CS216 for students seeking further knowledge of algorithm design and analysis. Covers specialized storage and search structures such as splay trees, tries and hash tables.

Prerequisite: CS216

Credit hours: 3

CS350 WINDOWS PROGRAMMING WITH VISUAL BASIC

Provides an introduction to Windows programming using Visual Basic.NET. The course assumes some previous programming experience, but starts from simple Visual Basic concepts. Students learn Visual Basic syntax and how to create graphical user interfaces in Windows. Through hands-on application, students develop a substantive programming project.

Prerequisite: CS110, IS115 or IS116

Credits: 3

CS351 ADVANCED PROGRAMMING USING VISUAL BASIC

Detailed examination of database handling through Visual Basic, covering basic database applications, master-detail table relations, database updates, web database applications, reports and user controls. Students develop a

substantive programming project applying knowledge gained during the course.

Prerequisites: CS350 or CS250

Credit hours: 3

CS360 JAVA PROGRAMMING

For students with intermediate knowledge of C++. Covers all major areas of the Java language and introduces key components of the Java Foundation Class library.

Prerequisites: CS130 or CS110

Credit hours: 3

CS380 C# PROGRAMMING

This course assumes some previous programming experience but begins with basic C# syntax and covers Windows client programming. C# is a programming language based on Java and tailored to the needs of Microsoft's .NET environment.

Prerequisites: CS130 or CS110

Credit hours: 3

CS385 COMPUTER SCIENCE PROBLEM SOLVING

Students develop solutions to problems using techniques learned in the introductory programming sequence. For each problem, students will suggest multiple solutions before choosing one to implement.

Prerequisite: CS215

Credit hours: 3

CS410 COMPUTER ARCHITECTURE

Bridges concepts surrounding hardware and operating systems and completes students' education in the fundamentals of hardware, preparing them for higher-level operating system concepts.

Prerequisite: SEC210

Credit hours: 3

CS421 OPERATING SYSTEMS

Explores the methods by which operating systems allow different programs to share the processor and memory. Students learn the various techniques operating systems use for process scheduling, virtual memory and file storage.

Prerequisite: CS310

Credit hours: 3

CS431 ARTIFICIAL INTELLIGENCE

Introduces the problems and techniques of artificial intelligence, including problems and problem spaces, heuristic search techniques, knowledge representation, game theory and probabilistic reasoning.

Prerequisite: CS216

Credit hours: 3

CS499 SENIOR CAPSTONE PROJECT

With direction from the instructor, students develop a single, comprehensive programming project using a language approved by the instructor based on students' backgrounds. Integrates knowledge gained in other computer science courses.

Prerequisite: Completion of all required courses

Credit hours: 3

ECN220 PRINCIPLES OF MICROECONOMICS

Examines the basic functions and activities of the free market system, including supply and demand of goods and services, consumer behavior, forms of competition and factors of production. Microeconomics is the study of decisions that people and businesses make about allocating resources and pricing of goods and services.

Credit hours: 3

ECN221 PRINCIPLES OF MACROECONOMICS

Examines the structure of the U.S. economy and macroeconomic issues, including resource utilization, consumption and investment, domestic and foreign government impact on the economy, macroeconomic policy and international trade. Macroeconomics is the study of the behavior of the economy and various industries, rather than just specific individuals or companies.

Credit hours: 3

ECO230 PRINCIPLES OF ECOLOGY

Explores the principles of ecosystem processes, community and ecosystem development, and species adaptation and diversity. Ecology is the study of organisms and their environmental relationships.

Credit hours: 3

ENG105 BEGINNING WRITING

Designed to help non-native English-speaking students develop English writing skills. Students learn to develop clear written thought and coherent sentences and paragraphs. Required for any student who has not previously completed a college writing course or tested out by examination.

Credit hours: 3

ENG110 ENGLISH COMPOSITION

Helps students develop quality writing skills by examining the writing process and five types of

writing: compare and contrast, argumentative, persuasive, narrative and descriptive. Covers grammar, spelling and punctuation. Discusses the American Psychological Association style for citing works used in writing.

Credit hours: 3

ENG310 TECHNICAL WRITING

Teaches the fundamentals of writing technical manuals for end users. Covers writing software documentation with an emphasis on the development of user manuals. Topics include audience analysis, task orientation, writing rules and interview techniques.

Credit hours: 3

ENG400 SPECIAL TOPICS IN WRITING

This course is intended for students with developing writing skills and is taken concurrent with an undergraduate or graduate course with multiple writing assignments. Course curriculum is adjusted weekly based on student needs. Helps students become more comfortable writers.

Credit hours: 1

FIN202 PERSONAL FINANCE

Provides an overview of personal financial planning by exploring strategies and techniques essential in managing money to achieve financial goals. Focuses on understanding personal financial statements, developing goals and a personal budget, understanding taxes, understanding various types of financial institutions, considering insurance and estate planning, and more.

Credit hours: 3

FIN335 FINANCIAL MANAGEMENT AND ANALYSIS I

Examines financial theory and its applications in a company's finance arm of the business. Covers topics such as financial planning, investment management, business valuation and capital budgeting techniques.

Prerequisite: BUS210

Credit hours: 3

FIN435 FINANCIAL MANAGEMENT AND ANALYSIS II

Explores the concepts, techniques and tools used for financial decision-making at strategic, tactical and operational levels of a firm. Covers capital structure planning, financing decisions, working capital management and financial management for multinational corporations.

Prerequisite: FIN335

Credit hours: 3

FIN450 SIMULATION AND RISK MANAGEMENT

Uses financial simulation scenarios to understand and manage financial risk in corporate organizations

Prerequisite: All core B.S. Business Administration courses

Credit hours: 3

FIN460 INTERNATIONAL FINANCE

Studies international finance structures and issues with currency exchange, governmental oversight and investment. Uses case studies to discuss legal, cultural and ethical challenges in international finance.

Credit hours: 3

GEO200 GLOBAL GEOGRAPHY

Provides students a background to understand contemporary world events. Acquaints students with the human and physical attributes that give uniqueness to world regional patterns on the Earth's surface. Gives students a global perspective on the interconnections between the human and physical systems of the earth.

Credit hours: 3

GIS120 UTILIZING GOOGLE EARTH AND GOOGLE MAPS FOR GIS

Google Earth and Google Maps are cutting-edge geospatial applications for GIS visualization. Each of these applications allows students to see the world without leaving a computer or mobile device. The course covers how to convert, integrate and display data for the world to see.

Credit hours: 3

GIS211 INTRODUCTION TO GIS

Provides an overview of GIS theories and concepts, including basic cartographic principles, map scales, coordinate systems and projections.

Credit hours: 3

GIS215 INTRODUCTION TO GEODATABASES

Provides an introduction the geodatabase format and design data concepts. Also covers various data models that can be utilized for geodatabase design. Students create new personal geodatabases in which students learn to import and export existing datasets and also study real-world case studies that utilize geodatabase technology.

Prerequisite: IS203

Credit hours: 3

GIS225 PRINCIPLES OF CARTOGRAPHY

Focuses on the aspects of map use and production. Students gain hands-on experience with basic map use and design principles.
Credit hours: 3

GIS230 INTRODUCTION TO GIS BUSINESS APPLICATIONS

Introduces GIS for business use. GIS plays a vital role in a diversity of business environments, from law enforcement to marketing. The course presents multiple applications of GIS within the business world.
Credit hours: 3

GIS240 UTILIZING GIS FOR HUMAN-BASED PROBLEM SOLVING

Covers how GIS can be utilized as a tool in analyzing human impacts, relationships and problems. The course covers how U.S. Census data combined with GIS can analyze important human trends and relationships. Teaches students how to use GIS to analyze contemporary human phenomena.
Credit hours: 3

GIS300 ENVIRONMENTAL MODELING

Introduces students to environmental modeling and physical geography fields and how GIS can be utilized as tool within these fields. The course discusses GIS techniques that can be used to solve environmental modeling problems. Teaches students how to use GIS to model real-world environmental phenomena.
Credit hours: 3

GIS315 REMOTE SENSING OF THE ENVIRONMENT

Introduces the principles and applications of remote sensing of terrestrial and aquatic environments. Begins with principles of electromagnetic radiation and moves into an overview of remote sensing data. Also covers methods for transforming and classifying spectral data, detection of environmental change and assessing the quality of remote sensing analyses.
Credit hours: 3

GIS330 GPS APPLIED TO GIS

Focuses on integrating GPS data into a geographic information system. Covers the concepts, equipment and techniques required to accomplish this process.
Prerequisite: GIS211
Credit hours: 3

GIS350 DATA ACQUISITION

Offers an overview of the GIS data acquisition process, which starts with the decision of what type of data is the best for a specific project and continues with the identification of the data sources. The process culminates with the methodology for data acquisition based on several criteria.
Prerequisite: GIS211
Credit hours: 3

GIS360 GIS IN PRACTICE

A broad survey of the public and private applications of geographic information systems. Case studies examine the managerial, technical, legal, ethical and social issues that GIS practitioners face. Students design a spatial analysis, create thematic maps and understand the necessity of GIS for different types of projects.
Prerequisite: GIS350
Credit hours: 3

GIS400 OPEN SOURCE FOR GIS

Presents an overview of the most known open source applications and the application types for which GIS Open Source can be used as free alternative to commercial geographic information system software.
Prerequisite: GIS211
Credit hours: 3

GIS420 SPATIAL DATABASES FOR GIS

Introduces students to the database applications in which maps are integrated, such as SQL Server 2008, Spatial SQL, SharpGIS, and SQLSpatial for MapPoint.
Prerequisite: IS326
Credit hours: 3

GIS499 SENIOR GIS CAPSTONE PROJECT

Integrates concepts and capabilities learned in previous GIS course work and applies them in a real-world setting. The course refines project development skills and the ability to acquire information and process technology in GIS and remote sensing.
Prerequisite: Completion of all required courses
Credit hours: 3

GP210 INTRODUCTION TO GAME DESIGN

Covers the skills and tools needed for game design, including story and character development, pre-production, prototyping, testing, end-user testing, human interface, content development and creating communication documents.
Credit hours: 3

GP221 INTRODUCTION TO GAME PROGRAMMING

Introduces game programming through hands-on course work in which students write complete 2D games. Students must have prior experience in C++.

Prerequisite: CS205

Software requirements: Microsoft Visual Studio 2003 or 2005, GIM

Credit hours: 3

GP312 COMPUTER GRAPHICS

Introduces students to graphics systems, rasterization (converting an image described in a vector graphics format to a raster image of pixels or dots), clipping, transformations, modeling, viewing, hidden surface removal, illumination and shading.

Credit hours: 3

GP320 ADVANCED GRAPHICS

Continues the study of fundamental algorithms in computer graphics started in GP312.

Examines a basic rendering pipeline and takes a deeper look at color, light and texture, and introduces methods of animation.

Prerequisite: GP312

Credits: 3 credit hours

GP435 ARTIFICIAL INTELLIGENCE FOR GAMING

Introduces basic AI techniques used including finite state machines, path finding techniques and fuzzy logic. Explores the process of designing, programming and implementing AI for games using C++ as well as topics such as sports simulation, goal-driven agent behavior and autonomously moving game agents.

Credits: 3 credit hours

HCA400 HEALTH CARE DELIVERY SYSTEMS

Explores the contemporary health care delivery structures, from stand-alone hospitals and primary care centers to complex multi-organizational health systems.

Credit hours: 3

HCA405 REGULATORY PROCESS IN HEALTH CARE

Focuses on the regulatory standards and processes of the Joint Commission on Accreditation of Health Care Organizations and the Centers for Medicare and Medicaid.

Credit hours: 3

HCA410 HEALTH CARE FINANCE

Provides a foundation of financial understanding of the health care sector. Students learn the sources and uses of money in health care organizations and study the accounting methods and financial analysis approaches to evaluating organizations' financial viability.

Credit hours: 3

HCA450 RISK MANAGEMENT

Managing organizational and patient-related risk is increasingly dependent upon the use of electronic data systems. Explores the use of data analytics to understand and manage the process of care delivery systems.

Credit hours: 3

HIM300 LEGAL AND ETHICAL CONSIDERATIONS IN HEALTH CARE

Covers basic legal principles and doctrines such as torts, professional liability, informed consent and documentation. Discusses common areas of liability and litigation in the industry, including imaging, administrative and medical records, laboratory, medical equipment and patient care. Discusses ethical issues and guidelines in the health professions.

Credit hours: 3

HIM305 HEALTH CARE STATISTICS AND RESEARCH

Teaches students how to develop research proposals using statistics. Covers the principles of protecting human subjects. Students research Institutional Review Board standards and protocols.

Credit hours: 3

HIM310 HEALTH DATA MANAGEMENT

Students read case studies on using statistical analysis to report on data that is commonly reported, tracked and trended through electronic reporting systems. Students analyze data and prepare reports to present to health systems managers for improvement of patient safety and organizational well-being.

Prerequisite: MA200

Credit hours: 3

HIM350 ELECTRONIC MEDICAL RECORDS

Discusses how clinical information is processed and recorded, and how medical records are used to support decision-making in the health care environment.

Credit hours: 3

HIM450 MANAGEMENT IN HEALTH CARE ORGANIZATIONS

Introduces students to management functions of planning, decision-making, organizing and leading. Covers best practices for managing people, processes, projects and the work environment.

Credit hours: 3

HIM460 FUTURE TRENDS AND ISSUES IN HEALTH INFORMATICS

Explores emerging technologies and their applications in improving health systems and health care. Students also study new standards and regulations for the health information specialty.

Credit hours: 3

HIM499 HEALTH CARE DATA CAPSTONE

Students engage in a capstone project in a health care setting. The project is designed to help students demonstrate mastery of the program outcomes.

Prerequisites: All core course work

Credit hours: 3

HIS125 WORLD CIVILIZATION I

Broad survey of world history from the ancient civilizations of Mesopotamia to the mid-16th century, examining political, economic and social structures and cultural expressions of such civilizations in art, architecture, literature and religion.

Credit hours: 3

HIS225 WORLD CIVILIZATION II

Survey of world history from the late-16th century through present day with an emphasis on political, intellectual and social history.

Credit hours: 3

HIS226 AMERICAN HISTORY

Survey of United States history from 1876 through the Cold War. Explores the social, economic, political, military and diplomatic climate in America through that time period.

Credit hours: 3

IS101 INTRODUCTION TO COMPUTER SYSTEMS

Introduces fundamental concepts and terminology related to computer hardware, software and networks.

Credit hours: 3

IS102 MICROSOFT OFFICE FUNDAMENTALS

Students develop basic skills in Microsoft Word, Excel and PowerPoint through hands-on projects.

Credit hours: 3

IS108 WINDOWS OPERATING SYSTEM

Introduces the features of the Microsoft Windows operating system and its associated applications and utilities. Teaches real-world skills needed by today's Windows users through hands-on activities.

Credit hours: 3

IS116 INTRODUCTION TO COMPUTER PROGRAMMING

Introduces the fundamentals of computer programming using Visual Basic 2010. Students will also be able to apply other programming languages. Reinforces application of fundamental concepts. Requires that students install Visual Basic Studio 2010, which does not run on Apples or Macs.

Prerequisites: MA115 or MA120

Credit hours: 3

IS203 DATABASE APPLICATIONS

Introduces the basic features of the Microsoft Access database system. Students complete hands-on exercises and assignments, completing tables, forms, queries and reports. Microsoft Access is included in MS Office 2007 Professional Edition or may be purchased separately.

Credit hours: 3

IS206 INTRODUCTION TO MICROSOFT EXCEL

Examines the Microsoft Excel spreadsheet's basic and intermediate functions, covering all aspects of levels I and II of the Microsoft Office Specialist certification (and some level III topics).

Credit hours: 3

IS210 COMPUTER SOFTWARE APPLICATIONS IN HEALTH CARE

Overview of commonly available software tools used in health care. Includes an introduction to encoding tools and computer-assisted coding software used in health care data processing today.

Credit hours: 3

IS308 INTRODUCTION TO INFORMATION SYSTEMS

Explores the overall environment of the information systems discipline. Covers the application of IS to the success of organizations

and how information systems can be used by management, users and IS professionals.
Credit hours: 3

IS315 NETWORKING AND TELECOMMUNICATIONS

Introduces hardware, software, standards and concepts used in modern local and wide-area networks. Students examine network design through case studies and practical exercises.
Credit hours: 3

IS318 INFORMATION SYSTEMS ANALYSIS AND DESIGN

Introduces the tools and techniques used in systems analysis and design, including requirements definition, data-flow diagramming, entity-relationship diagramming, database design, application architecture design, program design, test design and implementation.
Prerequisite: IS308
Credit hours: 3

IS326 INTRODUCTION TO DATABASE SYSTEMS

Explores the conceptual, logical and physical design of database systems. Emphasizes entity relationship diagrams and normalization.
Prerequisites: IS203 for information systems majors, none for others.
Credit hours: 3

IS328 IT HARDWARE AND SYSTEMS SOFTWARE

Covers the principles of computer hardware and systems software through reading and practical application.
Prerequisite: IS308
Credit hours: 3

IS341 DECISION SUPPORT SYSTEMS

Introduces the theoretical and organizational aspects of decision support systems, including descriptive and prescriptive decision-making concepts, individual and group decision support systems and executive information systems.
Prerequisites: IS308 or MIS340
Credit hours: 3

IS355 INFORMATION SECURITY AND PRIVACY IN HEALTH CARE ORGANIZATIONS

Introduces students to regulatory issues associated with HIPPA and the implications of these on data security and privacy in health care organizations.
Credit hours: 3

IS376 ADVANCED DATABASE SYSTEMS

Examines the duties of database administrators, technologies used in client/server and distributed database systems, and object-oriented data modeling for database design.
Prerequisite: IS326
Credit hours: 3

IS400 ENTERPRISE INFORMATION SYSTEMS

Analyzes the components of enterprise resource planning, supply chain management, and customer resources management systems as well as the process of implementing these systems within an organization.
Prerequisite: IS318
Credit hours: 3

IS410 TCP/IP NETWORKS

Explores principles, applications, implementation and management of Transmission Control Protocol/Internet Protocol (TCP/IP), the networking standard.
Credit hours: 3

IS420 BUSINESS PROCESS MANAGEMENT

Examines a variety of business processes, including procurement, fulfillment and production. Studies how these processes are integrated into a greater enterprise system through simulation of an actual enterprise system. Students develop a three-part project at the culmination of the course.
Prerequisite: IS400
Credit hours: 3

IS435 HEALTH CARE INFORMATICS

Introduces current technology in the ambulatory, acute, long-term care and public health systems settings. Focuses on the requirements of information systems in the processing and storing of patient information and the medical management systems that facilitate appropriate and safe care.
Credit hours: 3

IS499 SENIOR RESEARCH CAPSTONE PROJECT

This capstone course requires students to demonstrate the knowledge and skills gained throughout the information systems degree program by completing a research project.
Credit hours: 3

IT495 SURVEY OF INFORMATION TECHNOLOGY

Explores current issues facing information technology professionals.

Credit hours: 3

LIT200 MASTERPIECES OF LITERATURE

Examines significant writings in world literature from ancient to modern times by reading and analyzing the work in its cultural context.

Credit hours: 3

MA105 BASIC COLLEGE MATHEMATICS

Covers basic math including manipulation of whole numbers, fractions, ratios and percentages in problem solving. Also covers basic statistics, rational numbers, problem solving using basic algebra and principles of geometry. This course does not satisfy the math and physical science requirement, but students may be able to use it to fulfill an elective requirement.

Credit hours: 3

MA115 BUSINESS PROBLEM SOLVING

Applies algebraic concepts to business problems. Teaches students to develop and improve technical, quantitative and critical thinking skills in analyzing business issues.

Credit hours: 3

MA119 INTERMEDIATE ALGEBRA

Covers basic concepts such as sets and numbers as well as intermediate algebra. Emphasizes concepts frequently used in computer science.

Credit hours: 3

MA120 COLLEGE ALGEBRA

Discusses the fundamentals of functions, exponentials and logarithms. Covers rational and complex numbers, linear equations and inequalities, and introduces probability.

Credit hours: 3

MA200 INTRODUCTION TO STATISTICS

Introduces basic statistical principles. Students utilize software to perform basic analysis, including variance estimation, interpreting and calculating confidence intervals, and conducting tests of significance.

Prerequisites: MA105, MA115 or MA120

Credit hours: 3

MA201 DISCRETE MATHEMATICS

Introduces discrete mathematics, emphasizing areas most useful to computer science students. Students learn about sets, relations, functions,

graphs, trees, matching, the binomial theorem, combinations and permutations, probability, recurrence relations, iteration and finite state machines.

Prerequisite: MA120

Credit hours: 3

MGT210 INTRODUCTION TO MANAGEMENT

Offers a skills-based approach to planning and decision-making, organization theory, leadership and motivation. Provides a concrete understanding of how to apply these concepts to the business setting.

Credit hours: 3

MGT360 BUSINESS AND SOCIETY

Examines the social, ethical and technological trends that affect business operations. Explores some of the broad effects and implications in the business marketplace.

Credit hours: 3

MGT405 QUALITY MANAGEMENT

Introduces the statistical basis of quality control, develops methods for applying these tools in various settings and examines how students can promote quality and continuous improvement in their own organizations.

Prerequisites: MGT210 and BUS210

Credit hours: 3

MGT410 TRAINING AND DEVELOPMENT

Teaches new skills, knowledge and attitudes by guiding students through the critical aspects of a coordinated, comprehensive training approach, which align toward an organization's goals.

Prerequisite: MGT470

Credit hours: 3

MGT420 LEADERSHIP IN ORGANIZATIONS

Provides a basic foundation of skills needed for students interested in future leadership roles.

Credit hours: 3

MGT430 PERFORMANCE MANAGEMENT

Examines the systems approach to measuring human performance as well as its alignment with organizational objectives.

Prerequisite: MGT470

Credit hours: 3

MGT440 CHANGE MANAGEMENT

Focuses on managing the fast and effective implementation of large-scale change initiatives that achieve breakthrough performance results.

Credit hours: 3

MGT460 ORGANIZATIONAL BEHAVIOR

Focuses on the people that comprise an organization and how they work and behave in the work environment.

Credit hours: 3

MGT470 DEVELOPING HUMAN RESOURCES

Teaches students the concepts behind managing employee performance through human resource planning and development.

Credit hours: 3

MGT475 MANAGEMENT OF COMPLEX ORGANIZATIONS

Focuses on the various types of challenges managers face and the interrelationships between organizational business functions.

Credit hours: 3

MGT480 FUNDAMENTALS OF PROJECT MANAGEMENT

Investigates the use of projects to accomplish goals. Through case studies and real-life projects, discusses the role of the project manager (defining tasks, scheduling, allocating resources and monitoring) and tools and tips.

Prerequisite: MIS350

Credit hours: 3

MGT490 INTRODUCTION TO INTERNATIONAL BUSINESS

Discusses the impact of international business on countries, corporations and individuals. Examines the role that culture, policies and politics play in a global organization's operations.

Credit hours: 3

MGT498 SENIOR CAPSTONE PROJECT

In the senior capstone, students apply the knowledge and skills acquired in previous management course work to a real-world work environment. This project is completely individualized and students are encouraged to select work-related projects that will benefit their organizations and result in professional growth.

Prerequisite: Completion of all required courses

Credit hours: 3

MIS350 INFORMATION TECHNOLOGY PROJECT MANAGEMENT

Examines the technical and managerial aspects of project management as identified by the Project Management Body of Knowledge (PMBOK). Applies the knowledge areas and process groups defined by PMBOK to information technology projects.

Credit hours: 3

MIS415 E-BUSINESS STRATEGY, ARCHITECTURE AND DESIGN

Introduces the managerial applications of Internet technology to operate a successful web-based organization. Examines the application of management principles to electronic business models, including business-to-consumer, business-to-business and intra-business commercial ventures.

Prerequisite: IS308

Credit hours: 3

MKT210 INTRODUCTION TO MARKETING

Introduces marketing concepts and the role of marketing in a business. Covers the components of basic marketing strategy, market globalization and marketing in the service industry.

Credit hours: 3

MKT306 MARKETING RESEARCH

Describes the latest marketing research processes and methodologies that produce marketing insights. Also analyzes the role that the Internet plays in marketing research.

Credit hours: 3

MKT307 SALES MANAGEMENT

Explores the decisions companies face in developing and managing a sales force, with an emphasis on recruiting, selecting, training, supervising, motivating and evaluating sales personnel.

Credit hours: 3

MKT308 MARKETING MANAGEMENT

Builds on students' understanding of basic marketing principles. Utilizes case studies to analyze situations and identify solutions to marketing problems using the latest tools and techniques.

Credit hours: 3

MKT435 MARKETING IN A GLOBAL ECONOMY

Examines the development of international marketing programs. Emphasizes the application of marketing principles to a multinational environment.

Prerequisites: All core B.S. Business Administration courses

Credit hours: 3

MKT440 SERVICE MANAGEMENT

Examines customer management in the service environment. Focuses on adopting service logic in marketing.

Prerequisites: All core B.S. Business Administration courses
Credit hours: 3

NET100 INTRODUCTION TO NETWORKING

Introduces basic concepts of networking. Topics include the Open Systems Interconnection (OSI) model, local area networking, wide area networking, the Internet, network design, network topologies, basic administration, methods of transport and network protocols.
Credit hours: 3

NET200 NETWORK OPERATING SYSTEMS

Introduces students to a broad range of operating system concepts, including installation and maintenance. Covers operating system concepts, management, maintenance and resources required for a network.

Prerequisite: NET100

Credit hours: 3

NET202 NETWORK MANAGEMENT

Covers network management architectures and protocols. Introduces network management applications, tools to monitor network parameters and network management systems.
Credit hours: 3

NET205 INTRODUCTION TO WIRELESS NETWORKS

Introduces the concepts behind modern wireless networks. Discusses how wireless technology fits into network architecture by examining wireless network protocols, network security, WLANs, WPANs, WMANs, Bluetooth and satellite.

Credit hours: 3

NET210 ROUTING AND SWITCHING I

Focuses on advanced IP addressing techniques, intermediate routing protocols, command-line interface configuration of switches, Ethernet switching, VLANs, STP and VTP. Students apply skills acquired in prerequisite courses.

Prerequisite: NET202

Credit hours: 3

NET212 ROUTING AND SWITCHING II

Introduces WAN theory and design, WAN technology, PPP, Frame Relay and ISDN. Through case studies, students discuss topics such as network congestion problems, TCP/IP transport and network layer protocols, advanced routing and switching configuration, ISDN protocols and PPP encapsulation operations on a router.

Prerequisite: NET210

Credit hours: 3

NET315 NETWORK DESIGN AND ANALYSIS

Provides students with skills for network analysis and design, focusing on planning and analysis skills.

Credit hours: 3

NET320 NETWORK PERFORMANCE TOOLS

Introduces techniques for performance modeling and analysis of computer systems and communication networks. Examines elementary queuing analysis, networks of queues, routing and flow controls, and applications to local and wide area networks and intranets.

Prerequisite: NET212

Credit hours: 3

NET325 MOBILE COMPUTING AND DEVICES

Mobile computing is made up of wireless communication infrastructures and portable computing devices. The course addresses the challenges of mobile computing growth and the solutions that facilitate such growth. Topics include mobile and wireless networking, operating systems and middleware, and product and application design and development.

Prerequisite: NET205

Credit hours: 3

NET330 INTRANETS AND WEB SERVICES

Provides a firm understanding of the process of defining and planning the implementation of an intranet and web service. Discusses reasons for implementing an intranet and web services, interface considerations, system reusability, interoperability and security.

Prerequisite: NET320

Credit hours: 3

OR100 ORIENTATION

Orientation is a course for all new students enrolling in American Sentinel University. Students practice navigating the online classroom as they learn about American Sentinel resources, posting to discussion forum, submitting assignments and strategies for success. Orientation provides numerous resources to new students for writing, APA, the library, webinars and student support both in and out of the classroom. The course includes discussion forums, a sample upload assignment and questionnaire. Orientation can be completed in 3-6 hours.

Credit hours: 0

PED200 PRINCIPLES OF HEALTH AND WELLNESS

Explores wellness from a holistic perspective and the benefits and components of a personal wellness program. Emphasizes personal wellness assessment, strategy development, behavior change and a lifelong commitment to healthful living.

Credit hours: 3

PHI215 PHILISOPHY OF RELIGIONS

Introduces the study of religion from several disciplinary approaches, including psychology, sociology, philosophy, and history and gender studies.

Credit hours: 3

PHI320 COMPUTER ETHICS

Explores the diverse moral issues surrounding the use of computers and information technology today, with an emphasis on differentiating ethical and unethical behavior in various scenarios.

Credit hours: 3

PSY140 INTRODUCTION TO PSYCHOLOGY

Begins the scientific study of human behavior, including motivation, stress, learning, sleep and memory. Also addresses research methods.

Credit hours: 3

PSY200 DEVELOPMENTAL PSYCHOLOGY

Provides a comprehensive overview of human development from birth through death. Highlights the major milestones at each developmental stage, and covers key developmental theories to explain human behavior.

Credit hours: 3

SEC210 INTRODUCTION TO INFORMATION SYSTEMS SECURITY

Explores principles, policies and technologies for securing computer and information systems. Topics include a survey of computer system vulnerabilities, cryptographic techniques, access control policies and mechanisms and security technology. Examines designing and implementing computer security policies, formulating contingency plans, analyzing system security architectures, and compliance and ethics.

Credit hours: 3

SEC310 SECURITY OPERATIONS

Introduces the principles and practices of secure operation and management of information systems. Topics include identification of

information assets, documentation of policies, standards, procedures and guidelines that ensure confidentiality and availability. Addresses principles of analysis and monitoring of system security.

Credit hours: 3

SEC350 RISK MANAGEMENT

Introduces the methodology of risk analysis of security threats to enterprise information assets and how to mitigate the potential impact of such risks. Topics include controlling loss associated with security breaches. Explores practical techniques that can be applied to specific problems.

Credit hours: 3

SEC400 INTRODUCTION TO NETWORK SECURITY

Focuses on TCP/IP and internetworking. Students learn how to diagram a network and about topics such as firewalls, risk management and network threats.

Credit hours: 3

SEC410 NETWORK SECURITY

Introduces the techniques and tools used in building and maintaining secure networks. Topics include types of attacks, countermeasures and prevention techniques. Examines security assessments, vulnerability testing and penetration testing. Includes lab exercises that address assessing protocol, network and code vulnerabilities.

Prerequisite: IS410

Credit hours: 3

SEC430 ACCESS CONTROL SYSTEMS

Introduces the principles and techniques used in controlling access to networks and information systems. Topics include access control models, discretionary and mandatory access control, role-based access control, trust management, automated trust negotiation and access control in databases.

Credit hours: 3

SEC460 CRYPTOGRAPHY

Explores the ways in which cryptography can be used to protect communications traffic and sensitive data. Topics include symmetric and asymmetric ciphers, hash algorithms, message authentication codes, mathematical underpinnings of cryptography, cryptanalysis, public-key infrastructure and implementation tradeoffs. Includes lab exercises covering state-of-the-art technologies. Builds students' critical thinking and problem-solving skills.

Prerequisite: IS110

Credit hours: 3

SEC470 COMPUTER FORENSICS

Explores the methods and tools used to collect and preserve electronic digital evidence for the computer forensic process. Topics include forensic examination, crime categories, analysis, laws governing forensics and report writing. Students gain experience with forensics tools and techniques.

Credit hours: 3

SEC480 DATABASE SECURITY

Teaches strategies for securing databases. Topics include basic data protection methods, secure database design, secure architectures, secure transaction processing and auditing. Topics include basic data protection methods, secure database design, secure architectures, secure transaction processing and auditing. Covers vulnerabilities and countermeasures.

Credit hours: 3

SOC135 INTRODUCTION TO SOCIOLOGY

Provides an overview of the terminology, theories and questions used by sociologists to study how groups, cultures, institutions, norms, values and social issues shape society.

Credit hours: 3

SOC210 ANALYSIS OF SOCIAL PROBLEMS

Analyzes major social problems in contemporary society and their nature, development and causes.

Credit hours: 3

SOC220 GLOBALIZATION

Explores the global nature of contemporary social change. Case studies illustrate the impact of global trade, economic interdependence and health status on the world's developing cultures.

Credit hours: 3

SOC250 TECHNOLOGY AND SOCIETY

Examines the broad implications of technological innovation on society and the world's personal, political, economic and environmental issues.

Credit hours: 3

STR499 STRATEGIC MANAGEMENT

Explores the latest concepts, ideas and drivers of strategic management. Through exercises and case studies, the course goes beyond understanding theories to examine how the latest strategic thinking is applied in various industries and cultures. Students develop the

competencies needed to make valuable contributions in their professional lives.

Credit hours: 3

WEB301 WEB DESIGN I

Students create a website using Hypertext Markup Language (HTML), extensible HTML (XHTML) and Cascading Style Sheets. Lab exercises and the final project teach students best practices in website design and creation.

Credit hours: 3

WEB306 WEB DESIGN II

Moves beyond the creation of individual HTML pages to the construction of entire websites using a WYSIWYG editor. Students apply principles of graphic design, integrate images and multimedia, and plan a website to meet the needs of a particular audience. Also covers promotion and maintenance of an existing site.

Prerequisite: WEB301

Credit hours: 3

WEB316 ENHANCING WEB PAGES WITH JAVASCRIPT

Students explore the types of enhancements JavaScript can make to web pages by learning basic concepts of the JavaScript language: objects, event handlers and functions.

Credit hours: 3

WEB320 SERVER-SIDE WEB PROGRAMMING USING ASP.NET

Provides students with working knowledge of Active Server Pages (ASP) for creating dynamic, data-driven websites. Topics include ASP.NET development environment, web forms, server controls, data access issues, security, configuration and deployment. The course focuses on Visual Basic and ASP.NET, but techniques learned will be applicable to most server-side scripting environments.

Prerequisites: IS116 and WEB301

Credit hours: 3

WEB400 XML APPLICATIONS DEVELOPMENT

Covers XML structure and syntax, XHTML, Document Object Model, XSLT, DTD and document schemas to describe and validate content and XML as databases.

Prerequisite: WEB301

Credit hours: 3

WEB440 DATABASE AND DYNAMIC WEB DESIGN

Introduces programming web applications using an open source SQL database and

programming language. Topics include form processing, database access and object-oriented programming. Students explore basic functions of a popular markup language and write a small-scale web portal.
Credit hours: 3

GRADUATE COURSE DESCRIPTIONS

ACC510 FINANCIAL AND MANAGERIAL ACCOUNTING

Describes accounting as the language of business and the role of accounting information in making economic decisions. Discusses the importance of financial accounting information for investors and creditors, internal parties and others. This course also reviews the importance of personal competence, professional judgment and ethical behavior in the accounting profession.

Credit hours: 3

BIO501 IDENTIFICATION OF THE INFECTIOUS DISEASE PROCESSES

Students investigate the origins, types, diagnosis and treatments of the most common infectious diseases found in the health care setting. The course builds on microbiology and epidemiology.

Prerequisite: EPI500

Credit hours: 3

BUSI500 OVERVIEW OF BUSINESS INTELLIGENCE

Gives students a foundation in business intelligence. Covers the manner in which companies perform business intelligence (by integrating sales, HR, customer, finance and product information within a data warehouse) and how business intelligence can improve decision-making capabilities.

Credit hours: 3

BUSI510 DATA MINING

Examines how data mining can identify trends (such as business process trends or in competition) using algorithms and other analytical methods.

Credit hours: 3

BUSI520 BALANCED SCORECARDS AND PERFORMANCE DASHBOARDS

Students investigate how key performance indicators that drive organizational change can be identified and communicated effectively.

Credit hours: 3

BUSI530 BUSINESS PERFORMANCE MANAGEMENT

Examines behavioral change, management and corporate governance. The first half of the course focuses on how to drive business strategy by setting performance objectives and

through organization structures and management processes. The second half of the course focuses on managing teams and individuals toward performance objectives.

Credit hours: 3

BUSI540 CUSTOMER RELATIONSHIP MANAGEMENT

Focuses on the advantages of a customer relationship management system. Discusses the automation and support of customer processes, direct communication with customers (exclusive of sales and service representatives), and the analysis of customer information for a broad range of purposes.

Credit hours: 3

BUSI550 BUSINESS INTELLIGENCE TOOLS

Business intelligence tools include analytical tools, ETL tools, and modeling and integration tools. The course discusses the nature of these tools as well as best practices for their effective application.

Credit hours: 3

BUSI599 BUSINESS INTELLIGENCE CAPSTONE PROJECT

Through a research project, the course extends and deepens the student's knowledge in the area of business intelligence. Students engage in research and learn how research can help executives solve problems.

Prerequisites: Completion of all required courses

Credit hours: 3

CS502 ALGORITHM DESIGN AND ANALYSIS

Focuses on analyzing and designing computer algorithms. Students gain practice in techniques of formal proof of algorithm correctness.

Prerequisite: MA201

Credit hours: 3

CS511 ADVANCED CONCEPTS OF COMPUTER PROGRAMMING LANGUAGES

Introduces various fundamental concepts inherent in many programming languages. Topics include variables, expressions, statements, data types, scope, procedures, exception handling and concurrency. Students become familiar with the different types of programming constructs that exist and the wide

range of methods by which different programming languages are implemented
Prerequisite: CS310
Credit hours: 3

CS521 COMPUTER ARCHITECTURE

Concentrates on computer organization and design. Topics include logic design, machine instructions, computer arithmetic, data paths, pipelining and memory hierarchy.
Credit hours: 3

CS531 ADVANCED CONCEPTS OF OPERATING SYSTEMS

Emphasizes alternative approaches to solving problems encountered in the design of advanced operating systems.
Prerequisite: CS420
Credit hours: 3

CS541 CONCEPTS OF COMMUNICATION NETWORKS

Provides an overview of communication networks, architectures and protocols, with emphasis on computer networks (classification, topologies, switching and routing, maintenance).
Credit hours: 3

CS551 CONCEPTS OF DATABASE SYSTEMS

Examines the development and administration of relational databases through the stages of the database application lifecycle, advanced topics in database administration, and recent trends in database technologies.
Prerequisite: IS326
Credit hours: 3

CS561 CONCEPTS OF ARTIFICIAL INTELLIGENCE

Explores various methods that use machines to approximate human reasoning. Focuses on the evolution of artificial intelligence and discusses research tools for AI problem solving.
Prerequisite: CS431
Credit hours: 3

CS571 CONCEPTS OF SOFTWARE

Study of the evolution of software development. Covers theory and industry practice on the topics of software design and implementation.
Prerequisite: CS220
Credit hours: 3

CS600 NETWORKING ARCHITECTURE AND PROTOCOLS

Explore fundamental design principles of Internet and local area networks. Topics include

protocol layers, Internet architecture and TCP/IP Quality of Service.
Credit hours: 3

CS610 NETWORK DESIGN AND ANALYSIS

Teaches students how to analyze business needs and technical requirements to design an appropriate networking service.
Credit hours: 3

CS620 NETWORK PERFORMANCE MODELING

Examines techniques for performance modeling and analysis of computer systems and communication networks. Emphasis on analysis of measurements, event simulation and queuing theory.
Credit hours: 3

CS630 MULTIMEDIA NETWORKING

Examines emerging networking technologies and common barriers to effectively and efficiently supporting multimedia services. Emphasizes Quality of Service (QoS)-supporting networking mechanisms for high-quality multimedia.
Credit hours: 3

CS655 DISTRIBUTED SYSTEMS

Examines high-level operating systems issues and technologies and the barriers to effectively and efficiently supporting distributed systems.
Credit hours: 3

CS675 AUTHENTICATION

Covers the taxonomy of identification and authentication mechanisms. Topics include access control, biometrics, tokens and data privacy.
Credit hours: 3

CS680 WEB APPLICATIONS SECURITY

Examines security vulnerabilities, threats and defenses for web applications. Covers threats such as click fraud, content composition (e.g., mashups), malware, phishing and search engine poisoning.
Credit hours: 3

CS685 APPLIED CRYPTOGRAPHY

Focuses on applying and achieving the goals of cryptography such as data privacy, authenticity and integrity. Topics include pseudorandom functions and permutations, block ciphers, symmetric encryption schemes and security of symmetric encryption schemes.
Credit hours: 3

CS690 PENETRATION TESTING

Provides a foundation in penetration testing techniques. Students learn the processes and tools used by professional hackers and crackers, and how these techniques can be used to perform security assessments in an organization.

Credit hours: 3

CS699 CAPSTONE PROJECT

Students demonstrate their mastery of the M.S. Computer Science course work. The course enables students to apply what they have learned in a hands-on project of their choosing based on their specific areas of interest.

Prerequisites: Completion of all required courses

Credit hours: 3

ECN540 MANAGERIAL ECONOMICS

Introduces students to the skills of the economist by reviewing the basic principles of micro and macroeconomic analysis. Examines the application of these principles to the real world through examples and case studies.

Credit hours: 3

EPI500 PRINCIPLES OF EPIDEMIOLOGY

Provides an understanding of the core principles of epidemiology of human disease prevention and treatment, with particular emphasis on emerging infectious and blood-borne diseases.

Credit hours: 3

FIN500 CORPORATE FINANCE

Begins with a general overview of finance in the corporate setting and then moves into specific topics and concepts, including financial instruments, mergers and acquisitions, long-term financing, cash flow, return on investment and techniques used in financial management.

Credit hours: 3

HCA510 HEALTH SERVICES MANAGEMENT

Explores the managerial roles, processes, technologies and tools applicable to a variety of health services organizations.

Credit hours: 3

HCA515 HEALTH CARE MARKETING

Builds on the basics of marketing theory and principles to include opportunities created by web-based strategies and social media. Discusses the role of the marketing professional in researching and recommending market positioning, as well as in market branding and crisis management.

Focuses on the creation of a detailed marketing plan for a health care product or service.

Credit hours: 3

HCA520 MODERN ORGANIZATIONS AND HEALTH CARE

Provides an in-depth discussion of the theories and practical applications of management within health care organizations. Covers the primary management functions of planning and organizing and also features specialized topics such as communications, process management and leadership.

Credit hours: 3

HCA525 STATISTICS FOR HEALTH CARE ADMINISTRATION

Teaches students to use Microsoft Excel to perform statistical analysis of operational data critical for the management of complex medical systems. Focuses on using statistics in common health care databases, allowing the administrator to assess and analyze data.

Topics include how to effectively graph and summarize datasets and inferential data, including the appropriate use of Chi-square, t-test, analysis of variance and correlation.

Credit hours: 3

HCA530 HEALTH CARE FINANCIAL MANAGEMENT

Management of the financial aspects of a health care organization presents unique challenges not found in other industries. The course addresses both the financial management challenges and best practices in this rapidly growing industry.

Credit hours: 3

HCA538 HEALTH CARE INFORMATION RESOURCES MANAGEMENT

Explores concepts and techniques in health care enterprises for information resources management. Covers strategic assessment of information needs, resource allocation, techniques for prioritization and control, system acquisition and strategic planning for information system needs.

Credit hours: 3

HCA542 HEALTH CARE STRATEGIC MANAGEMENT

Explores the logic, structure and best practices of health care strategic management in the uncertain, complex health care environment of today.

Credit hours: 3

HCA550 RISK MANAGEMENT FOR HEALTH CARE ORGANIZATIONS

Introduces the health administrator to the area of risk management, covering patient safety, governance, organization risks, and key statutes, standards and regulations.

Credit hours: 3

HCA560 PERFORMANCE IMPROVEMENT IN HEALTH CARE

Provides health care leaders with the knowledge and tools to create and advocate for quality-centric, next-generation health care organizations. Covers statistical process control, six sigma, lean processes and other techniques for improving the performance of a health care organization.

Prerequisite: HCA525

Credit hours: 3

HCA599 HEALTH CARE MANAGEMENT CAPSTONE

This research-based course deepens students' understanding of an important health care management issue by integrating their professional experience with the knowledge obtained during the MBA course work. Students select a research topic and work with the professor to develop and implement a research work plan that results in a research report.

Prerequisites: Completion of all required courses

Credit hours: 3

IS515 DATA MANAGEMENT

Examines the development and administration of relational databases through the stages of the database application lifecycle. Also covers advanced topics in database administration and recent trends in database technologies.

Prerequisite: IS326

Credit hours: 3

IS525 DATA COMMUNICATIONS AND NETWORKING

Focuses on the technical and managerial issues important to data communications in a modern business environment, including issues related to local and wide area networks.

Credit hours: 3

IS530 IT METRICS

Covers how IT departments can gather and report metrics on their services to their organization.

Credit hours: 3

IS535 SYSTEMS ANALYSIS, DESIGN AND IMPLEMENTATION

In-depth examination of the stages of the systems development lifecycle and the tools and techniques used in each stage.

Credit hours: 3

IS541 ORGANIZATIONAL BEHAVIOR FOR TECHNOLOGY PROFESSIONALS

Explores the complexity of human behavior and group dynamics in organizations. Emphasizes situations involving the application of technology.

Credit hours: 3

IS545 IT GOVERNANCE AND COMPLIANCE

Explores governance and compliance issues associated with legislation such as Sarbanes-Oxley. Governance and compliance will be defined and students will learn how to create the documentation needed for audit.

Credit hours: 3

IS550 PROJECT AND CHANGE MANAGEMENT

Examines the knowledge sets, skills, tools and techniques of managing projects, with an emphasis on how project management contributes to the strategic goals of an organization. Topics include strategic management process, project planning, evaluating project risk, resource scheduling, project management structures and project team and partner management issues.

Credit hours: 3

IS555 INFORMATION SECURITY AND PRIVACY IN HEALTH CARE ENVIRONMENTS

Explores the technical and physical requirements for secure information storage, processing and retrieval in health care enterprises. Focuses on legal and regulatory issues unique to health care environments.

Credit hours: 3

IS560 CORPORATE INFORMATION SYSTEMS

Analyzes key technologies required to implement a cost-effective corporate information infrastructure. Examines major trends in IT corporate management, the network economy, managing information assets and identifying an organization's competitive advantage using IT resources.

Credit hours: 3

IS565 DECISION SUPPORT AND INTELLIGENT SYSTEMS

Examines the technologies behind management support systems and how those systems are used to support the decision-making process. Also covers decision support systems, executive information systems, expert systems and other types of management support systems.
Credit hours: 3

IS575 DATA WAREHOUSING

Explores the key components found in a data warehouse, describes a methodology for its development and discusses how a data warehouse system benefits an organization.
Credit hours: 3

IS590 STRATEGIC INFORMATION SYSTEMS MANAGEMENT

Examines information technology as a strategic asset in today's organizations. Covers the history of IT and IS management practices and discusses current and emerging trends. Prepares students to respond effectively to the types of issues they will face in IS management.
Credit hours: 3

IS599 CAPSTONE PROJECT

The capstone in information systems builds upon the concepts of all information systems courses. Using problem-solving techniques, students develop and implement viable solutions to technology or design needs in the business or institutional environment.

Prerequisite: Completion of all M.S. Information Systems courses

Credit hours: 3

IS595 SPECIAL TOPICS IN INFORMATION SYSTEMS

Explores current topics in information systems.
Credit hours: 3

MGT510 ORGANIZATIONAL BEHAVIOR

Identifies approaches to learning and applying the skills necessary to effectively manage an organization's team members toward organizational objectives.
Credit hours: 3

MGT520 IT FOR BUSINESS MANAGEMENT

Students analyze a fictional digital firm that has been greatly impacted by e-business and e-commerce.

Managers of such firms identify challenges, understand the technologies that will help them address these challenges and design processes to take advantage of the technologies.
Credit hours: 3

MGT540 STRATEGIC MANAGEMENT OF TECHNOLOGY AND INNOVATION

Focuses on the strategic management of technology and innovation. Focuses on how companies use emerging trends in technology to compete and improve profitability. Learning objectives achieved through reading assignments and case studies.
Credit hours: 3

MGT550 HUMAN RESOURCE MANAGEMENT

Explores HR's evolving role in the strategic management of an organization and how it is a source of competitive advantage.
Credit hours: 3

MGT580 STRATEGIES FOR CHANGE

Teaches students to identify significant changes in information technology and adjust work processes to benefit from them. Students learn to develop strategies for managing change in their own work environments.
Credit hours: 3

MKT530 MARKETING MANAGEMENT

Designed for the general business student, not just a marketing major. Students review marketing research techniques, identify approaches to creating brand equity and strengthening brand positions, develop product and pricing strategies and learn about the design and management of integrated marketing communications programs.
Credit hours: 3

N500 HEALTH CARE SYSTEMS

Evaluates health care systems and their effect on the health of populations. Emphasizes systems/theory thinking, case management, health policy, the interrelatedness of elements within health care systems and strategies to influence health care systems.
Credit hours: 3

N505 THEORETICAL FOUNDATIONS

Concentrates on nursing models and theories that support professional nursing practice. Students analyze and synthesize various theoretical frameworks. Explores application of the various theories and covers both clinical nursing practice and nursing research efforts.
Credit hours: 3

N508 CLINICAL AND ADMINISTRATIVE SYSTEMS

Covers clinical information collection, processing, recording and use to support decision-making in health care environments.

Credit hours: 3

N510 DIVERSE POPULATIONS AND HEALTH CARE

Introduces concepts of health care for diverse populations. Examines differences between Western and non-Western cultures in social organization, roles and expectations, communication patterns and values/beliefs underlying health-illness issues. Investigates the causes of health disparity across and within nations.

Credit hours: 3

N515 RESEARCH DESIGN

Studies the research process in nursing practice and reviews quantitative and qualitative methods. Students critique current nursing research and develop a research proposal.

Credit hours: 3

N520 INTRODUCTION TO MODERN ORGANIZATIONS AND HEALTH CARE

Addresses application of the behavioral sciences to management. Gives an overview of managing the modern organization and the structure of industrial and non-industrial organizations. Emphasizes the relationship between organizational and administrative theories and the current health care delivery system.

Credit hours: 3

N525 HUMAN RESOURCES MANAGEMENT

Addresses the challenge of recruiting, motivating and retaining key individuals in health care delivery and administrative roles. Introduces topics such as the strategic role of human resources, and hiring, motivating, appraising, retaining and releasing employees.

Credit hours: 3

N530 LEADERSHIP IN HEALTH CARE ORGANIZATIONS

Explores the critical role leadership plays in the sustainable success of contemporary health care organizations. Students learn the components of effective leadership, how to build teams within a culturally diverse workplace, and how to build, motivate and lead high-performance departments.

Credit hours: 3

N531 CURRICULUM DESIGN AND LEARNING OUTCOMES

Provides a historical, current and futuristic analysis of curriculum development in nursing education.

Credit hours: 3

N532 TEACHING TO DIVERSE LEARNING STYLES

Explores world views of health and illness, cultural perspectives and the educational needs of economically and politically diverse populations.

Credit hours: 3

N533 ASSESSMENT OF LEARNING

Focuses on assessment and performance evaluation on an individual student in an academic or institutional setting. Student will be expected to research and identify formative and summative evaluation methods and develop tools and testing to measure specific learning outcomes.

Credit hours: 3

N534 DISTANCE EDUCATION

Focuses on the development, applications, implementation and evaluation of distance-learning projects. Explores the various web tools and technologies that can be used to enhance the online learning experience.

Credit hours: 3

N535 HEALTH CARE INFORMATICS

Explores development and utilization of health care informatics in the administration of health care agencies and institutions. Focuses on the acquisition of clinical and financial information, information processing, analysis and reporting, and informatics trends.

Credit hours: 3

N537 ORGANIZATIONAL DYNAMICS OF HIGHER EDUCATION

Focuses on the organization of higher education institutions and the regulations and accreditation standards that guide the work of academic leadership.

Credit hours: 3

N540 HEALTH CARE FINANCE AND ECONOMICS

This course is designed for the experienced finance student. It blends the topics of accounting and finance in a health care setting.

Credit hours: 3

N541 CONCEPTS OF CASE MANAGEMENT

Examines the evolution of the case manager's role through current practice models and the role of the case manager as an advanced nurse practitioner.

Prerequisites: Core M.S. Nursing courses

Credit hours: 3

N542 PROCESS OF CASE MANAGEMENT

Examines the nursing process as it relates to quality improvement, patient outcomes and client plan development. Guides students who continue on the take case management capstone course.

Credit hours: 3

N543 CASE MANAGEMENT AND EVIDENCE-BASED PRACTICE

Focuses on the process of evidence-based caregiving. Examines the role of the case manager as a client advocate.

Credit hours: 3

N544 INTRODUCTION TO LIFE CARE PLANNING

Examines the financial and ethical aspects of disease management in patient care, including the identification and coordination of long-term care for vulnerable populations.

Credit hours: 3

N545 HEALTH CARE STRATEGIC MANAGEMENT AND PLANNING

Students investigate the processes of determining the direction of a health care system by establishing objectives and designing and implementing strategies. Stresses the dynamic nature of related issues in a rapidly evolving health care delivery system.

Credit hours: 3

N550 LEGAL AND ETHICAL ISSUES IN HEALTH CARE MANAGEMENT

Examines the increasing legal, moral and ethical dilemmas that health care professionals face in their daily work. Examines the practical application of legal and ethical principles to real health care situations.

Credit hours: 3

N555 STRATEGIC CAPSTONE SEMINAR

Introduces systematic investigation of nursing problems. Includes historical overview of research in nursing and current research priorities, classroom practice in critically reviewing published literature and the systematic review of research findings.

Prerequisites: Completion of all required courses

Credit hours: 3

N555C CASE MANAGEMENT CAPSTONE

This course is the culminating experience for the M.S. Nursing, case management specialization student. Addresses issues relating to the development and implementation of new case management programs and evaluation of existing case management programs.

Prerequisites: Completion of all required courses

Credit hours: 3

N555IC INFECTION PREVENTION AND CONTROL CAPSTONE

This course is the culminating experience for the M.S. Nursing, infection prevention and control specialization student. Students develop a comprehensive infection control program demonstrating mastery of the specialization objectives.

Prerequisites: Completion of all required courses

Credit hours: 3

N555E NURSING EDUCATION CAPSTONE – ACADEMIC

This course is the culminating experience for the graduate nurse educator student into the practicum of faculty membership in an educational institution. Issues related to tenure and promotion, governance, academic freedom, and ethical concerns in teaching will be addressed. Inquiries into the nature of scholarship, educational research, and the integration of evidence-based practice to the academic areas will be discussed. An institutional assessment will be completed and compared to a nursing theory by the graduate student including recommendations for current or future changes/ program development.

Prerequisites: Completion of all required courses

Credit hours: 3

N555EL NURSING EDUCATION CAPSTONE – EDUCATIONAL LEADERSHIP

This course is the culminating experience for the graduate nurse educator student in the role of leader in the health care institution/environment with emphasis on emerging trends in health care and world health systems, developmental and accrediting trends within a health care institution, and governmental and political influence on the provision of health care. The student will identify a nursing theory and complete an analysis of the institution regarding the service population and needs, funding sources, political influence, and provision of evidence-based care to meet or exceed accreditation standards.

Prerequisites: Completion of all required courses

Credit hours: 3

N555I INFORMATICS CAPSTONE

This course is the culminating experience for the M.S. Nursing, nursing informatics specialization student. The student develops a detailed plan for evaluating, contracting and implementing a new technology in a health care organization, demonstrating mastery of the nursing informatics specialization objectives.

Credit hours: 3

N570 INFECTION PREVENTION AND CONTROL

Explores the roles and responsibilities of the infection prevention and control professional. Students develop infection control policies and procedures for dealing with internal infection and the influx of patients with communicable diseases.

Prerequisite: EPI500

Credit hours: 3

N571 DESIGN OF A SURVEILLANCE SYSTEM

Enables students to design a surveillance and epidemiologic investigation using computerized tools and decision support systems.

Prerequisite: EPI500

Credit hours: 3

N572 COLLECTION AND INTERPRETATION OF SURVEILLANCE DATA

Students implement a surveillance and epidemiologic investigation, collecting and analyzing data.

Prerequisite: N571

Credit hours: 3

STR570 INTRODUCTION TO STRATEGIC MANAGEMENT

Provides formal methods of defining an organization's purpose and aligning the business to achieve corporate goals. Examines emerging information processing technologies as important elements of strategic planning.

Credit hours: 3

STR599 STRATEGIC CAPSTONE RESEARCH PROJECT

Students delve into a topic, problem or business issue more deeply. Students may develop a business plan for a new venture or expansion, or develop a white paper on a strategic business opportunity.

Credit hours: 3

DOCTORAL COURSE DESCRIPTIONS

BUSI700 BUSINESS INTELLIGENCE

Gives students a foundation in business intelligence. Covers the manner in which companies perform business intelligence (by integrating sales, HR, customer, finance and product information within a data warehouse) and how business intelligence can improve decision-making capabilities.

Credit hours: 3

HCA725 STATISTICS FOR HEALTH CARE ADMINISTRATION

Enables students to use Microsoft Excel to perform mid-level statistical analysis of operational data critical for the management of complex medical systems.

Credit hours: 3

MA700 ADVANCED STATISTICS

Applies intensive statistics to the health sciences. Topics include descriptive statistics, probability, binomial, Poisson and normal distributions, estimation and hypothesis testing of common parameters, analysis of variance for single factor and two factors, correlation and simple linear regression.

Credit hours: 3

N700 LEADERSHIP - SETTING THE EXAMPLE

Sets the pace and expectations of a doctoral program that is focused on executive leadership in a dynamic health care environment. This one-week immersion course sets the pace of the doctoral program and is focused on executive leadership in a dynamic health care environment. Students explore contemporary leadership theory in the context of their own leadership styles, taking into account organizational culture and governance complexities.

Credit hours: 3

N705 HEALTH POLICY

Focuses on the health policy process, critique of current health care reform legislation and the role of government in the regulation of health care. This one-week immersion course focuses on the health policy process, critique of current health care reform legislation and the role of government in the regulation of health care. Students examine the role of federal and state agencies.

Credit hours: 3

N715 QUALITY MANAGEMENT TECHNIQUES

Students build organizational plans that incorporate fundamentals of organizational change theory and theories of human behavior. The course focuses on the use of technology and data analytics to manage large-scale initiatives. The focus is on the generation and analysis of meaningful data during the project life cycle.

Credit hours: 3

N720 HEALTH CARE FINANCE

Introduces the economics of health and health care, thoroughly develops and explains economic ideas and models, and discusses current health economics literature. Provides students a working knowledge of the analytical tools used in the contemporary health care setting.

Credit hours: 3

N725 HEALTH SERVICE RESEARCH

Focuses on health services research and its value in executive nurse practice. Students review health services research types and studies to inform research design.

Credit hours: 3

N735 CONTEMPORARY USE OF HEALTH INFORMATION TECHNOLOGY

Investigates how key performance indicators that drive organizational change can be identified and communicated effectively. Students use current health technology tools to monitor key organization, risk management and quality indicators.

Credit hours: 3

N740 CAPSTONE PROJECT I

Focuses on the development of a problem statement and hypotheses for the research project. Faculty members provide one-on-one guidance throughout the course.

Credit hours: 3

N741 QUALITATIVE RESEARCH METHODS

Discusses qualitative inquiry as a research method. Topics include history and theoretical approaches to inquiry, the development of a research plan, collection and analysis of qualitative data, and the role of the researcher.

Credit hours: 3

N745 STRATEGIC LEADERSHIP

Focuses on leadership theory and tools and how leadership can be applied to contemporary practice to strategically manage change and development.

Credit hours: 3

N760 STRATEGIC PLANNING

Explores the logic, structure and best practices of health care strategic management, including human capital management, financial projections and organizational risk management.

Credit hours: 3

N765 CAPSTONE PROJECT II

Supports the development of chapters one through three of the research proposal developed in N740. Successful completion is defined as approval of the research proposal by both the academic review committee and the institutional review board.

Prerequisite: N740

Credit hours: 3

N770 CAPSTONE PROJECT III

Supports the implementation and analysis of the research project. Successful completion is defined as approval of the completed research project by the committee and the dean and an accompanying oral defense.

Prerequisite: N765

Credit hours: 3

STATE REGULATORY INFORMATION

ARKANSAS

GENERAL EDUCATION

Learning Outcomes

American Sentinel's general education curriculum focuses on competencies needed to enhance the lives of our students and on the critical skills needed to achieve each program's goals.

English	6 credit hours
Fine Arts/ Humanities	9 credit hours
Social Sciences	9 credit hours
Math	3 credit hours
Science	8 credit hours
<i>Students must transfer in 8 credit hours, including 2 credit hours of lab</i>	
Institutional General Education Requirements	(6 additional credit hours)
Communications	3 credit hours
Global Awareness**	3 credit hours
<i>Students are required to take one 3 credit hour Global Awareness course</i>	
<i>Global Awareness courses are denoted with a double asterisk**</i>	

Total General Education Requirements

41 credit hours

GENERAL EDUCATION (41 credit hours)	
COURSES	Credit hours*
OR100 Orientation	0
English (choose 6 credit hours)	
ENG110 English Composition	3
ENG310 Technical Writing	3
Fine Arts/ Humanities (choose 9 credit hours, including one history course)	
ARTS200 Introduction to Art History**	3
GEO200 Global Geography**	3
HIS125 World Civilization I**	3
HIS225 World Civilization II**	3
LIT200 Masterpieces of Literature**	3
PHI215 Philosophy of Religions**	3
PHI320 Computer Ethics (Gen Ed credit for BSBA or BSMIS programs only)	3

Social Sciences (choose 9 credit hours)	
HIS226 American History (required)	3
ANT101 Cultural Anthropology**	3
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics**	3
PSY140 Introduction to Psychology	3
PSY200 Developmental Psychology	3
SOC135 Introduction to Sociology	3
SOC210 Analysis of Social Problems	3
SOC220 Globalization**	3
SOC250 Technology and Society	3
Mathematics (choose 3 credit hours)	
MA120 College Algebra	3
Science (8 credit hours)	
Must be transferred in (must include 2 hours of lab)	8
Institutional General Education Requirements (6 additional credit hours)	
Communications (3 credit hours)	3
COM240 Principles of Business Communications	
OR COM412 Professional Communication	
Global Awareness (3 credit hours)	3
<i>Students are required to take one 3 credit hour Global Awareness course</i>	
<i>Global Awareness courses are denoted with a double asterisk**</i>	

2012 Tuition and Fees

Associate Programs

Tuition: Multi Course/Credit Hours Plan (12 credit hour commitment)	
Tuition per credit hour	\$350
Total number of credit hours	68
Total tuition	\$5,250 - \$23,800 depending on the number of transfer credits
Fees	
Application fee	\$0
Course extension fee	\$65
Late course registration fee	\$50
Prior learning assessment fee (per course)	\$300
Test out fee (per test)	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$100
Reinstatement fee	\$150
American Sentinel University Transcript fee (for each transcript requested)	\$10 per request
New student fee	\$95
Resource fee: semester students	\$55 per semester
Resource fee: term students	\$55 per 12 credit hours
Other Costs	
**Books	New books cost approx. \$150 per course Student may purchase used books

Bachelor's Programs

Bachelor's programs	
Tuition: Multi Course/Credit Hours Plan (12 credit hour commitment)	
Tuition per credit hour	\$350
Total number of credit hours	122
Total tuition	\$14,000 - \$42,700 depending on the number of transfer credits
Fees	
Application fee	\$0
Course extension fee	\$65
Late course registration fee	\$50
Prior learning assessment fee (per course)	\$300
Test out fee (per test)	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$100
Reinstatement fee	\$150
American Sentinel University Transcript fee (for each transcript requested)	\$10 per request
New student fee	\$95
Resource fee: semester students	\$55 per semester
Resource fee: term students	\$55 per 12 credit hours
Other Costs	
**Books	New books cost approx. \$150 per course. Student may purchase used books

* All credit hours are equivalent to semester units

**Students are not required to purchase books and materials directly from the University.

Satisfactory Academic Progress (as it applies to Title IV, Federal Financial Aid recipients only)

Maximum Time Frame for Completion

Additionally, all students who receive federal financial aid under Title IV of the Higher Education Act are required to complete their programs of study within 150% of the published length of the program. The following maximum time frames apply to each degree program:

- Associate degrees – The published length is 68 semester credits. The maximum period must not exceed 102 total semester credits attempted.
- Bachelor's degrees – The published length is 122 semester credits. The maximum period must not exceed 183 total semester credits attempted.

ADDENDUM

Academic Catalog 1.1.2012 v.2

publish date: February 10, 2012

- Student Orientation description page added to Table of Contents
- Removed David Marshall biography
- Updated Accommodations for Students with Disabilities Information
- Updated Intellectual Property Statement
- Updated Compliance Contact Information
- Updated Tuition & Fees / Other Costs/ University Book and Materials Reminder
- Added **Disclosure Information on Gainful Employment** to each program description
- Added **Disclosure Information on Gainful Employment** to Admissions Policy and Requirements section per each program
- Added Wisconsin Contact information to University Complaint Policy
- Updated N533 Course Description
- Updated criteria for evaluating External Transfer Credits

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7 a.m. to 6 p.m. (Mountain Time) Tuesday through Thursday

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