

# ADULT DEGREE COMPLETION PROGRAMS

## Mission Statement

The Bachelor degree completion programs exist to provide working adult students the opportunity to complete a quality college degree in a schedule and format particularly designed to meet their unique needs, responding to the unique and ever-changing needs in the marketplace. The curriculum for each major is interdisciplinary and liberal arts in nature. All courses of study integrate a Christian world view and are committed to continual improvement.

## Admissions Requirements

To be admitted to an Adult Degree Completion program the student must:

1. Complete at least 40 semester hours<sup>1</sup> with a minimum cumulative GPA of at least 2.250 for Criminal Justice, Child Development, CIT, and Organizational Leadership or a 2.750 for RN to BSN or 2.500 for BBA from an accredited institution as evidenced by an official transcript sent directly from each college or university attended. Students seeking to receive credit at the university from an institution outside the United States are required to have their foreign transcript evaluated by a service that is a member of the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators, Inc. (AICE); a detailed or course-by-course report is required.
2. Submit an application for admission.

<sup>1</sup> Prospective students who meet the other criteria but do not have the required semester hours for entrance or are lacking in the core requirements will be advised how to correct any deficiency. An admissions advisor will assist with the development of a written pre-admission educational plan, which may include bridge courses taken at PLNU. Only courses from an accredited institution with an earned passing grade will be accepted by transfer. Prospective students who do not meet the minimum GPA requirement can be accepted under exception.

The following 42 credit hours of general education<sup>1</sup> core requirements are required for graduation and it is advised that they be completed prior to beginning:

1. Communication-6 semester hours (of which one course must be in English Composition)
2. Humanities/Fine Arts-6 semester hours (at least one course must be from the following: literature, philosophy, art or music appreciation, art or music history, fine arts, or history)
3. Natural Science and Math-6 semester hours (at least one course must be in Math)
4. Social and Behavioral Sciences-6 semester hours
5. Bible and Theology - 6 semester hours (at least one course must be taken from PLNU)
6. An additional 12 semester hours must be earned in any of the above areas.

<sup>1</sup> General education deficiencies may be completed after admittance, but at least 20 hours must be completed prior to starting the program

cohort. Three hours of appropriate prior learning credit (see below) may be used to meet one of the general education areas-with the exception of English Composition and Math.

The PLNU General Education Learning Outcomes (GELO's) will be addressed and measured within the PLNU degree program to ensure the GE outcomes that we value are demonstrated.

## Admissions Under Exception

Applicants who do not meet the minimum standards for admissions, but who can demonstrate an exceptionally rich experiential background and/or have shown a change in academic performance, may petition the academic department or school for a special review of their status. The academic department or school reviews the student's application package and determines the merits and appropriateness of the request.

In order to apply for admissions under exception, the applicant must also provide a statement outlining the applicant's reasons and justification for requesting an exception to admission policies with supporting documentation. All exception materials must be submitted to the Office of Adult Degree Completion Admissions. The applicant is also required to schedule an interview with a Point Loma Nazarene University Program Director from the school to which the applicant is applying.

For certain exceptions tiers, following the interview, the program director submits a summary of the applicant's interview and petition package to the department chair or dean of the school. The department chair or dean is the final authority for admissions under exception, except where approval is required from the Graduate Professional Studies Admissions Exceptions Committee.

- Child Development, B.A. (<https://pointloma-public.courseleaf.com/prior-catalogs/2023-2024/aug-catalog/colleges-schools-departments/aus/adc/child-development-ba/>)
- Computer Information Technology, B.A. (<https://pointloma-public.courseleaf.com/prior-catalogs/2023-2024/aug-catalog/colleges-schools-departments/aus/adc/computer-information-technology-ba/>)
- Computer Information Technology: Cyber Security, B.A. (<https://pointloma-public.courseleaf.com/prior-catalogs/2023-2024/aug-catalog/colleges-schools-departments/aus/adc/computer-information-technology-cyber-security-ba/>)
- RN to BSN (<https://pointloma-public.courseleaf.com/prior-catalogs/2023-2024/aug-catalog/colleges-schools-departments/aus/adc/rn-bsn/>)

## Minimum Requirements for a Bachelor's Degree

Undergraduate students all share certain general requirements for earning and receiving the baccalaureate degree. Specific accredited programs may impose higher standards. These include all of the following:

- Students must complete all requirements for the degree within seven (7) years of initial matriculation.
- Satisfactory completion of a minimum of 120 semester units (courses numbered 1000 and above) including 25% upper-division units (courses numbered 3000 and above) and a minimum cumulative grade point average of 2.000 and all general core education requirements met (see Adult Undergraduate General

Education (<https://pointloma-public.courseleaf.com/prior-catalogs/2023-2024/aug-catalog/adult-undergraduate-general-education/>)).

- Completion of an approved program of study in a major area with a minimum grade point average of 2.000 in the Point Loma Nazarene University major (program). Specific accredited programs may impose higher standards.
- If a minor is declared, a minimum GPA of 2.000. Specific programs may impose higher standards.
- Completion of a minimum of 25% of degree units in-residence. (Minimum is 30 units in-residence for RN-BSN students with Advanced Standing and 33 units in-residence for students with appropriate transfer credit from an accredited BSN program.) Note: Nontraditional units do not count as units in-residence.
- Completion of an approved program of study in a major area with a minimum grade point average of 2.000 in the Point Loma Nazarene University major (program).
  - At least 50% of program (major) units must be completed in-residence.
- A maximum of 25% of required degree units (30 units) can be earned through the following nontraditional methods:
  - Testing (AP, CLEP, Dantes)
  - Military Courses
    - A maximum of 30 Military course transfer units will be awarded at admission as evidenced on an official Joint Services Transcript.
    - Military students will be informed of the total Military course transfer units to be applied toward the degree prior to admission.
  - Prior Learning recommended for university academic credit by the American Council on Education (ACE)<sup>1</sup> or the Council on Adult and Experiential Learning (CAEL)<sup>2</sup>
- Application for graduation must be made prior to the start of the final semester.
- Fulfillment of all academic and institutional requirements and obligations.
- Payment in full of all financial obligations to the University.
- All requirements must be completed prior to participation in Commencement ceremonies. If no more than nine (9) non-major/program units and zero (0) major/program units are lacking to complete the required 120 unit minimum with a corresponding approved completion plan, then you may apply to participate in Commencement.

## Final Clearance

In order to receive final approval for participation in commencement activities, and/or in order to earn/have posted and receive a baccalaureate degree, students must resolve any outstanding charges or fees. The university does not guarantee the awarding of a diploma or degree.

<sup>1</sup> American Council on Education (ACE) (<https://www.acenet.edu/Research-Insights/Pages/Student-Support/Post-Traditional-Learners.aspx>) provides guidance on workplace learning.

<sup>2</sup> Credit for Prior Learning (CPL) is not credit for "life experience." It is credit for prior learning and students must demonstrate through a portfolio that learning has taken place. The faculty will evaluate the portfolio to determine how much credit should be given for the learning accomplished. Refer to the Council on Adult and Experiential Learning (CAEL) (<http://www.cael.org/pla.htm>) for examples of how this is described. To receive PLC credit students would enroll in a PLC assessment course to learn the portfolio submission process.