

## Publication Home

Welcome to the Fall 2020 Graduate and Professional Studies Catalog. To navigate through the catalog, please use the navigation bar to the right.

### **Mission:**

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. (more)

### **Official Catalog**

As the online catalog is considered to be the official document relative to academic program offerings and charges, any print-outs of pages taken from the online version are, by definition, unofficial.

## About the University

### **Introduction to the University**

Point Loma Nazarene University (PLNU) is a liberal arts institution affiliated with the Church of the Nazarene. Accredited by the WSCUC Senior College and University Commission, Point Loma offers degree programs at the baccalaureate and graduate levels. The university's main campus is located on the Point Loma peninsula between the San Diego Bay and the shores of the Pacific Ocean with additional campus locations in San Diego, Mission Valley, and Bakersfield. PLNU currently enrolls nearly 4,200 students.

### **Heritage**

In 1895, Phineas F. Bresee, a minister in the Methodist Episcopal Church, and J. P. Widney, a Methodist layperson and former president of the University of Southern California, founded the Church of the Nazarene in Los Angeles, California. Their primary purpose was to bring the good news of the Gospel of Jesus Christ to the poor and underprivileged. In 1902, Dr. Bresee founded Pacific Bible College, at the urging of several laypersons. Its purpose was to train ministerial and lay leaders for the new denomination.

Through the generosity of Mr. and Mrs. Jackson Deets, Pacific Bible College was able to purchase the Hugus Ranch in northeast Pasadena. With the subsequent move to the new Pasadena campus in 1910, the institution became Nazarene University and enlarged the scope of the curriculum to include a typical program in the liberal arts. In 1924, it was reorganized as Pasadena College (PC), the undergraduate honor society known as Sigma Phi Mu was organized, and a system of student government was instituted.

Pasadena College received initial accreditation from the Northwest Association of Secondary and Higher Schools in 1943 and from the Western College Association in 1949. In 1951, PC received state accreditation of its education program, and the Board of Trustees approved the addition of graduate education in 1965. Faced with a growing enrollment and the need for expansion, the college moved to San Diego's historic Point Loma peninsula in the summer of 1973. Today, as Point Loma Nazarene University, the institution offers numerous majors in various academic degrees, is approaching an enrollment of 4,200 at all of its teaching locations with a faculty and staff of 662, and enjoys an ocean-front campus in San Diego and strategically located branch campuses throughout southern California.

## Church and University

Point Loma Nazarene University maintains its regional and international affiliation with the Church of the Nazarene through its theological and mission commitments. It is owned and governed by its Board of Trustees who oversee the affairs of the university as a self-selecting and self-perpetuating body.

The Church of the Nazarene is an international protestant denomination in the Wesleyan-holiness tradition with an evangelical Christian mission emphasizing salvation and holy living. The relationship of the university with the denomination is characterized by a mutual commitment to the doctrine and mission of the church and to its ministry and service in a global context.

## The University Community

**The Students.** The university welcomes qualified students who desire higher education in a context of vital Christianity. The role of Point Loma in higher education is fulfilled by helping students realize their mental, physical, social, moral, and spiritual ideals. The university's belief is that a personal commitment to Jesus Christ is the basis for achieving self-worth and understanding, the motivation for building a just social order, and the means for relating to God through worship and service.

**The Faculty.** The Point Loma faculty is composed of Christian teachers/scholars who are dedicated to teaching and other scholarly activity in an environment "where minds are engaged and challenged, character is modeled and formed, and service becomes an expression of faith." Individuals serving as faculty are committed to lifelong learning and teaching. They strive to exemplify excellence in their profession and model a personal understanding of the interconnectedness of faith, learning, and living.

**The Staff.** The university community also includes qualified persons who provide vital support services to academic and co-curricular enterprises. Often directly involved in the lives of students and faculty, dedicated staff work diligently to provide services that make a quality difference at Point Loma.

**The Alumni.** Graduates and former students of Point Loma Nazarene University are an equally important-though extended-part of the university community. They embody the mission and goals of the university and seek to make a difference all over the world. Alumni participate in the life of Point Loma as well through giving opportunities and frequent memorable events on campus.

## University Mission

### Vision

Discovering vocation, expanding horizons, deepening faith, and transforming communities.

### Mission Statement

#### To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where truth is pursued, grace is foundational, and holiness is a way of life.

### Mission Context

The university, established in 1902 by the Church of the Nazarene, offers quality liberal arts and professional programs on its campus in San Diego and select graduate and professional programs throughout the denomination's Southwest Educational Region.

## Core Values

- ***Excellence in teaching and learning*** - Teaching and learning constitute the central and defining activities of Point Loma Nazarene University. Faculty believe that effective teaching includes maintaining a vital relationship with one's discipline, establishing a positive connection to students, and building bridges among the students as a community of learning with the academic material.
- ***An intentionally Christian community*** - PLNU wants students to be participants in a community of learning who intentionally think and behave as Christians in all of their endeavors. Through many curricular and co-curricular activities, PLNU builds a community where women and men are challenged to explore ways to align their hearts and minds to that of Christ.
- ***Faithfulness to our Nazarene heritage and a Wesleyan theological tradition*** - While working cooperatively with the whole church of Jesus Christ, the university is committed to maintaining and celebrating our denominational ties with the Church of the Nazarene and embracing the distinctives of that tradition.
- ***The development of students as whole persons*** - A complete education prepares women and men to live full lives that integrate the pursuit of knowledge with beliefs, values, and actions. Holistic learning prepares students to make a positive difference in the world.
- ***A global perspective and experience*** - PLNU students should be equipped to become "world citizens." The university provides academic coursework, international study, field research, and ministry experiences that aid students in becoming conversant with the complexities of life in the global community.
- ***Ethnic and cultural diversity*** - PLNU recruits women and men from a variety of cultural, ethnic, and socioeconomic backgrounds as students, faculty, and staff. A willingness to hear and learn from many diverse voices is foundational to a Christian liberal arts education and prepares students to become truly educated people, equipped to live in a diverse society and world. The university therefore actively pursues ideas, practices, and relationships that honor diversity and encourages engagement with others different from one's self in order to grow in community with and be reconciled to one another.
- ***The stewardship of resources*** - PLNU considers itself to be caretaker of all that has been entrusted to the university (people, facilities, money, and knowledge), using resources in a way that reflects the purposes of God and protects the goodness of God's creation.
- ***Service as an expression of faith*** - The university community understands itself to be stewards, not owners, of time, talent, and selves. Part of the call to Christians is to serve the world, working to better the condition of humankind both locally and globally.

## Institutional Learning Outcomes (ILO)

Institutional Learning Outcomes (ILO's) at Point Loma Nazarene University are the broad, over-arching outcomes aligned with university mission and core values that inform program outcomes in the university's academic, co-curricular, and support units. These ILO's capture the breadth of the PLNU experience and community and help define its uniqueness. For students beginning their educational experience, the ILO's determine those focal points that mark their journey, and for graduate and adult students continuing their academic careers, the ILO's define both the starting point and the direction of their ongoing journey. For the PLNU staff and faculty, the outcomes explicitly articulate the institution's expectations. They guide the community in discussions around questions of faith, profession, social justice, personal relationships, service, giftedness, political and community engagement, and life choices.

The university and the student work cooperatively to achieve ILO's, so that students will be prepared to live faithfully as engaged, growing Christians who seek to model the character of God in their lives. These students will also possess curiosity for life-long learning; the ability to think critically about global challenges; the ability to identify, create and weigh alternative viewpoints and opinions; and the ability to imagine and enact characteristically Christian ways of addressing these challenges. To assist students in achieving these ILO's, the university offers students a safe

environment to challenge the status quo, to engage intentionally in discussions that test the foundation of their views, to build a respect for the stewardship of creation, to show compassion toward those in need, and to respect the diversity of opinions within and outside the Christian faith community.

"As a community of faithful learners, Point Loma Nazarene University's purpose for learning is to engender greater and deeper love for God and all that God has created, exploring the world in the confidence of God's grace. As a university seeking faithfulness to the Wesleyan tradition, we do not see learning and faith as two separate and distinct spheres that need to be forced together. Rather, we engage in the learning process as a people striving to live faithfully toward Jesus Christ, who calls us to this love of God and neighbor. We pursue such faithful learning, living and loving in the community. We pursue the vocation of learning together in the very presence of the God of the universe, freeing us to ask hard questions about our beliefs, ourselves and our world." (*A Wesleyan Approach to Faithful Academic Life*, PLNU, from 2009 edition).

As a learner-centered expression of our mission statement, the ILO's describe how members of the Point Loma Nazarene University community will demonstrate learning, growing and serving.

***Context #1: Learning, Informed by our Faith in Christ***

ILO #1: Students will acquire knowledge of human cultures and the physical and natural world while developing skills and habits that foster life-long learning.

***Context #2: Growing, in a Christ-Centered Faith Community***

ILO #2: Students will develop a deeper and more informed understanding of self and others as they negotiate complex environments.

***Context #3: Serving, in a Context of Christian Faith***

ILO #3: Students will serve locally and/or globally in vocational and social settings.

The university seal is used on all official documents. It consists of a shield picturing the symbols of VENIA (Grace), VERITAS (Truth) and SANCTITAS (Holiness), themes that-in keeping with the heritage of Point Loma Nazarene University-have been identified with the Wesleyan-holiness tradition.

## **University Profile**

Programs at the graduate level are organized for the general purpose of giving the student a fundamental understanding and thorough mastery of a major field of study and of advanced preparation for a professional career.

Graduate Programs exist to:

- Recognize and foster superior scholarship through post-baccalaureate instruction, seminars, and research;
- Develop professional skills and competence;
- Encourage the acquisition and mastery of responsible and thorough methods of research;
- Enable students to improve their ability to think critically and achieve a greater measure of intellectual independence;
- Encourage the integration of the student's faith and learning; and
- Accelerate the engagement of graduates' faith in their professions.

Graduate study requires independent direction, a mature approach to study, and a commitment to professional goals. Students who have demonstrated a high level of achievement in undergraduate work and who want to increase their professional skills, expand their knowledge, and qualify for more demanding responsibilities are invited to apply for admission to Point Loma Nazarene University's Graduate and Professional Studies programs.

Courses and programs are offered through departments and schools of the university. Faculty determine the standards of admission, the standards for retention, the requirements for graduation, regulations governing transfer credit, and other matters pertaining to academic activities and responsibilities of graduate students. Thus, to receive graduate credit and to be eligible for a graduate degree, a student must be properly admitted to a graduate degree program and must meet the standards set by the faculty.

## **Community Standards**

Above all, Point Loma Nazarene University is a Christian community. Regardless of personal religious perspectives, when students enroll at Point Loma, they have entered into this unique community. Thus, the university community hopes that students will sense the love and holiness that characterizes life in Christ throughout their time of participation in the community. Faculty and staff desire to model that life in all they do.

Studying in a Christian community has several ramifications. First, it has an impact on the quality of workmanship - Christians offer God and each other their very best work. Students and faculty alike are held to a very high standard of workmanship. Second, work in a Christian community is characterized by integrity; there is a level of trust that makes life in Christian community uplifting. Third, work is grounded in Christ-like love and service. Faculty and students commit themselves to service in their professions, community, and places of worship. Fourth, students, faculty, and staff are expected to live disciplined lives. Living and working in Christian community affects our life-style choices.

## **University Facilities**

The Point Loma campus, located on San Diego's picturesque Point Loma peninsula, is a 93-acre plot first established as an educational site by the Theosophical Society of America and has been occupied since by Balboa University, California Western College, and United States International University. The early occupants of the site erected a number of wooden buildings, some of which have been renovated and are still in use as designated historical sites. Since 1995, many new classroom, office, and residence halls have been added to the historic buildings to provide a unique campus setting. Recently added facilities include an expanded athletic complex, the Fermanian School of Business and Business Center, the Cooper Music Center with its 400-seat Crill Performance Hall, Ryan Library and Learning Center, Colt Hall, Nicholson Commons, Draper Hall, Smee Hall (School of Theology and Christian Ministry), Bond Academic Center, Sator Hall, Latter Hall, and the Prescott Prayer Chapel. Buildings of historical interest include the Greek Amphitheatre, first of its type to be built in the United States; Mieras Hall, built in 1901 by the Spalding family; and Cabrillo Hall, originally the home of Madame Katherine Tingley, leader of the Theosophical Society.

## **Other Teaching Locations**

### **Mission Valley**

PLNU's additional location in the Mission Valley area is a 51,000 square-foot structure and houses offices and classrooms for the graduate and adult degree completion programs in clinical counseling, education, and business administration. This facility brings Point Loma's programs nearer to the heart of the city. The first floor houses Graduate Services, and the remainder of the facility features the Whitcomb Family Prayer Chapel, classrooms, graduate, and adult degree completion programs.

### **Bakersfield**

Located in the culturally diverse San Joaquin Valley, the university's additional location in Bakersfield is committed to serve Kern County and the surrounding areas. The Bakersfield facility is centrally located for the convenience of students and accessible from Route 99 and all major connectors to the area. Classes are held in instructional facilities conducive to the delivery of higher education in a pleasant atmosphere.

## **Ryan Library**

Ryan Library supports student learning in an environment that combines the traditional values of the liberal arts university with the digital infrastructure of the 21st century. Library faculty and staff are dedicated to serving the information needs of the PLNU community. In classroom settings and one-on-one consultations, librarians teach students how to formulate meaningful questions, create effective research strategies, and evaluate the quality and relevance of various information sources. The work of the library faculty and staff fosters the pursuit of knowledge, excellence in teaching and learning, and respect for inquiry and diverse points of view. The library is home to a variety of comfortable learning spaces: rooms for group work and projects, clusters of soft seating, areas for quiet study, and more. In addition, Ryan Library is home to approximately 130,000 physical items, including books, periodicals, media materials, and specialized collections, as well as more than 190,000 e-books. The library also subscribes to numerous online research databases, many of which provide full-text access. For items not held by the library, InterLibrary Loan services provide access to resources located throughout the region and the world. Online access to library resources and services is available through the Ryan Library webpage at [www.pointloma.edu/library](http://www.pointloma.edu/library).

## **Special Collections**

The San Diego main campus of Point Loma Nazarene University is not only a garden spot overlooking the San Diego Bay to the east and the Pacific Ocean to the west. It also is home to several collections and works of public art.

Paintings from the Spiros John Karras Collection of California Plein Air paintings, housed primarily in Cooper Music Center, are prominently displayed for public viewing. The Fischer Collection (a rare and unique set of matched, hand-made string instruments for use by faculty and student string quartets) is housed in Cooper Music Center and may be viewed and heard in public recitals.

Ryan Library has two collections of note: special collections of the writings of Arminius and John Wesley and the William C. and Frances Vaughters collection of pre-Columbian artifacts. In addition to these collections, the campus is home to various works of art. As a former center for the Theosophical Society, original buildings feature interior woodworking by Reginald Machel. Ryan Library houses sculptures of the artist Scott Stearman and an original Norman Rockwell painting created for use as a Saturday Evening Post cover.

Two monumental works of sculpture grace the campus in Point Loma: The Calling, by Scott Stearman, and Centenary Passage, by Peter Mitten. The first was presented to the university by the Women's Auxiliary to portray Jesus' calling of the disciple Peter as a symbol of the "divine calling to all, the assurance of Christ's constant companionship, and the invitation to become fishers of men." The second is a 10-foot work of granite and bronze created by local artist and former Point Loma Nazarene University faculty member in the Department of Art and Design. It was commissioned to commemorate the university's centennial during the 2001-2002 academic year.

## **Information Technology Resources**

### **Internet Services (Email and Web)**

Students can conduct research and communication using the campus wireless network. Each student is given a network account, an email account (which may be used after graduation), and a network area for storing files, presentations, assignments, attachments, etc. In addition to telephone and written correspondence, email is a recognized means of official university-to-student communication. Students are expected to read their university email on a regular basis. When away from the university, students can access their email account via the web. Students are also able to go online to register for classes, check grades, and view their class schedule and other student information in Workday Student. Workday Student may be accessed at <http://workday.pointloma.edu> or with the Workday app on a mobile device.

Graduate students have access to a variety of technology resources - at the various campus locations, as well as from their homes and offices. Wireless Internet access is available at each campus location allowing access to the Internet, as well as the following PLNU resources:

- Workday Student - <http://workday.pointloma.edu>
- PLNU Email - <http://gmail.pointloma.edu>
- Learning management system - <http://canvas.pointloma.edu>
- Library research materials - <https://www.pointloma.edu/library>
- Student resource materials - <http://www.pointloma.edu/experience/offices/student-services/graduate-student-resources>
- ITS self-service knowledge base - <https://help.pointloma.edu>

## **Help Center**

Assistance for PLNU-related technology is available for all graduate students by phone and email:

- 619-849-2222
- [help@pointloma.edu](mailto:help@pointloma.edu)

## **Classroom Technology**

All classrooms at each of the additional locations are equipped with hardware to assist both students and instructors in the presentation of course material. This includes a DVD player, data projector, digital presenter, and computer.

## **Purchasing Technology**

Students may purchase the Microsoft Office suite at a discounted rate through [journeyed.com](http://journeyed.com). Students are also provided anti-virus software at a significant discount. Discounts on additional software, as well as both Apple and Microsoft hardware are also available through PLNU.

## **Department of Public Safety**

The Department of Public Safety exists to provide a safe living, learning, and working environment for university students and employees. The department operates 24/7 and staffs Point Loma, Liberty Station, and Mission Valley locations. It does not maintain a presence at the Bakersfield site.

The Department of Public Safety encourages victims and witnesses to report crimes and suspicious activity to local law enforcement and to administrative offices of regional teaching locations. PLNU maintains an emergency plan and all campuses participate in biannual emergency drills.

Additional resources regarding campus safety are available at the website maintained by the Department of Public Safety (<https://www.pointloma.edu/offices/public-safety>). Students may also contact Public Safety at (619) 849-2525 for assistance 24 hours a day.

## **Accreditation, Affiliations and State Authorization**

Point Loma Nazarene University is numbered among those institutions of higher education that meet or exceed the rigorous standards of accrediting associations and commissions. Point Loma Nazarene University is accredited by the WASC Senior College and University Commission (WSCUC), for which it periodically completes a self-study that addresses recognized standards and principles of excellence.

**WSCUC may be contacted at 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, or by telephone at (510) 748-9001.**

In addition, Point Loma Nazarene University has gained professional and program accreditation from the following agencies:

*Academy of Nutrition and Dietetics*  
*Accreditation Council for Business Schools and Programs\**  
*Accreditation Council for Education in Nutrition and Dietetics (formerly CADE)*  
*California Board of Registered Nursing*  
*California Commission on Teacher Credentialing*  
*Commission on Accreditation of Athletic Training Education*  
*Commission on Collegiate Nursing Education*  
*Council for the Accreditation of Educator Preparation (formerly NCATE)*  
*Council on Social Work Education*  
*National Association of Schools of Music*

\*Fermanian School of Business programs only.

Point Loma Nazarene University and individual faculty members hold membership in the following organizations:

*Academy of American Poets*  
*Academy of International Business*  
*Academy of Management*  
*Academy of Marketing Sciences*  
*Academy of Nutrition and Dietetics*  
*Accord Network*  
*Accreditation Council for Business Schools and Programs*  
*African Studies Association*  
*Alpha Psi Omega, Theatre Honor Fraternity*  
*American Academy of Religion*  
*American Anthropological Association*  
*American Association for Higher Education*  
*American Association for the Advancement of Science*  
*American Association of Christian Counselors*  
*American Association of Colleges for Teacher Education*  
*American Association of Colleges of Nursing*  
*American Association of Critical Care Nurses*  
*American Association of Family and Consumer Sciences*  
*American Association of Health, Physical Education, Recreation and Dance*  
*American Association of Immunologists*  
*American Association of Presidents of Independent Colleges and Universities*  
*American Association of Teachers of Spanish and Portuguese*  
*American Chemical Society*  
*American Choral Directors Association*  
*American College Health Association*  
*American College of Healthcare Executives*  
*American College of Nurse-Midwives*  
*American College of Sports Medicine*  
*American College Personnel Association*  
*American Conference of Academic Deans*  
*American Council on Education*  
*American Counseling Association*  
*American Economic Association*  
*American Educational Research Association*

*American Historical Association*  
*American Institute of Certified Public Accountants*  
*American Institute of Graphic Artists*  
*American Library Association*  
*American Marketing Association*  
*American Mathematical Society*  
*American Physical Society*  
*American Political Science Association*  
*American Psychiatric Nursing Association*  
*American Psychological Association*  
*American School Counselors' Association*  
*American Scientific Affiliation*  
*American Sociological Association*  
*American Studies Association*  
*Asian American Journalism Association*  
*Associated Writing Programs*  
*Association for Asian Studies*  
*Association for Christians in Student Development*  
*Association for Christians in the Mathematical Sciences*  
*Association for Institutional Research*  
*Association for Psychological Science*  
*Association for Supervision and Curriculum Development*  
*Association for Women in Mathematics*  
*Association for Women's Health, Obstetric, and Neonatal Nurses*  
*Association of American Colleges and Universities*  
*Association of California Nurse Leaders*  
*Association of California School Administrators*  
*Association of Christian Economists*  
*Association of Christian Librarians*  
*Association of Christian Schools International*  
*Association of Christian Schools International Administrators*  
*Association of College and Research Libraries*  
*Association of Computing Machinery*  
*Association of Governing Boards of Universities and Colleges*  
*Association of Independent California Colleges and Universities*  
*Association of the United States Army*  
*British Society for the History of Mathematics*  
*Broadcast Education Association*  
*Bronte Society*  
*California Academic and Research Libraries*  
*California Association for Resource Specialists and Special Education Teachers*  
*California Association of Bilingual Educators*  
*California Association of Colleges for Teacher Education*  
*California Association of Colleges of Nursing*  
*California Association of Family and Consumer Sciences*  
*California Association of Health, Physical Education, Recreation and Dance*  
*California Association of Professors of Education Administration*  
*California Association of Teachers of English*  
*California Clinical Nurse Specialist Network*  
*California College Health Nurses Association*  
*California Council on Education of Teachers*  
*California Council on Teacher Education*  
*California Psychological Association*  
*California Society of Certified Public Accountants*

*California Sociological Association*  
*Canadian Society for the History and Philosophy of Mathematics*  
*Catholic Biblical Association of America*  
*Charles Wesley Society*  
*Children's Literature Association*  
*Christian Association for Psychological Studies*  
*Christian Business Faculty Association*  
*Christian Holiness Partnership*  
*Christian Library Consortium*  
*Christians for Biblical Equality*  
*Christians in the Visual Arts*  
*College and University Personnel Association*  
*College Music Society*  
*Collegiate Media Advisors*  
*Committee on the Status of Women in the Economics Profession*  
*Conference on Christianity and Literature*  
*Conference on Faith and History*  
*Consortium for Computing Sciences in Colleges*  
*Council for Christian Colleges and Universities*  
*Council for Higher Education*  
*Council for the Advancement and Support of Education*  
*Council for Undergraduate Research*  
*Council of Administrators of Family and Consumer Sciences*  
*Council of Independent Colleges*  
*Credential Counselors and Analysts of California*  
*Direct Marketing Association*  
*Evangelical and Ecumenical Women's Caucus*  
*Family and Consumer Sciences Education Association*  
*Golden State Athletic Conference*  
*Institute of Electrical and Electronics Engineers*  
*Institute of Management Accountants*  
*International Association for Jazz Education*  
*International Network for Social Network Analysis*  
*International Reading Association*  
*International Shakespeare Society*  
*International Writing Centers Association*  
*Investigative Reporters and Editors*  
*Learning Disabilities Association*  
*Marian Association of Helpers*  
*Mathematical Association of America*  
*Midwest Modern Languages Association*  
*Modern Language Association*  
*Music Educators National Conference*  
*Music Teachers National Association*  
*NAFSA: Association of International Educators*  
*National Association for Business Economics*  
*National Association for Education of Young Children*  
*National Association for Research in Science Teaching*  
*National Association of Biology Teachers*  
*National Association of Branch Campus Administrators*  
*National Association of Church Musicians*  
*National Association of Christians in Special Education*  
*National Association of Christian Social Workers*  
*National Association of Clinical Nurse Specialists*

*National Association of Evangelicals*  
*National Association of Foreign Student Advisors*  
*National Association of Independent Colleges and Universities*  
*National Association of Intercollegiate Athletics*  
*National Association of Rehabilitation Nurses*  
*National Association of Schools of Music*  
*National Association of Social Workers*  
*National Association of Student Personnel Administrators*  
*National Athletic Trainer's Association*  
*National Career Development Association*  
*National Coalition Against Domestic Violence*  
*National Council of Teachers of English*  
*National Organization of Scholars*  
*National Parliamentary Debate*  
*National Register of Health Care Providers in Psychology*  
*National Science Teachers Association*  
*National Society of Hispanic MBA's*  
*National Strength and Conditioning Association*  
*National Women's Studies Association*  
*Nazarene Association of Colleges for Teacher Education*  
*North American Association of Christians in Social Work*  
*North American Christian Foreign Language Association*  
*Nurses Serves Organization*  
*Nursing Christian Fellowship (Intervarsity)*  
*Pacific Sociological Association*  
*Pediatric Hematology Oncology Nurses*  
*Phi Beta Kappa*  
*Phi Delta Lambda, Alpha Chapter of the Nazarene Honor Society*  
*Phi Kappa Delta*  
*Phi Kappa Phi*  
*Phi Upsilon Omicron, National Honor Society of Family and Consumer Sciences*  
*Psi Chi, The International Honor Society in Psychology*  
*Religion News Writers Association*  
*Renaissance Society of America*  
*Rocky Mountain Psychological Association*  
*San Diego/Imperial County Libraries Disaster Response Network*  
*San Diego Press Club*  
*San Diego Sports Commission*  
*Shakespeare Society of America*  
*Sigma Theta Tau, International Honor Society for Nursing (Zeta Mu Chapter)*  
*Sigma Xi*  
*Société des Professeurs français et francophones d'Amerique*  
*Society for Applied Anthropology*  
*Society for Christian Ethics*  
*Society for Cinema and Media Studies*  
*Society for Human Resource Management*  
*Society for Industrial and Applied Mathematics*  
*Society for the Study of Early Modern Women*  
*Society for the Study of Psychology and Wesleyan Theology*  
*Society for the Study of Reproduction*  
*Society of Biblical Literature*  
*Society of Professional Journalists*  
*Southern California Instruction Librarians*  
*Statewide California Electronic Library Consortium*

*TASH: Equity, Opportunity, and Inclusion for People with Disabilities*  
*The Association of Departments of English*  
*The Association of Independent Liberal Arts Colleges for Teacher Education*  
*The California Chicano News Media Association*  
*The College Board*  
*The Conference on Christianity and Literature*  
*The National Institute for Computer Assisted Reporting*  
*Victorian Interdisciplinary Studies Association of the Western United States*  
*Wesleyan Philosophical Society*  
*Wesleyan Theological Society*  
*Western Association of Graduate Schools*  
*Western Decision Sciences Institute*  
*Western Psychological Association*

## **State Authorization**

State authorization is a formal determination by a state that Point Loma Nazarene University (PLNU) is approved to conduct activities regulated by that state or U.S. Territory. PLNU is not required to obtain state authorization in every state or U.S. Territory, and the University has opted at this time not to seek authorization in some states and U.S. Territories. In certain states, PLNU is unable to offer distance education courses or internship/field experience opportunities. Additionally, PLNU meets the criteria for an exemption from state authorization in certain states. A current list of authorizations and exemptions is available on the institutional website.

## **Policy Statements**

### **Notice of Non-Discrimination**

In accordance with Title VI of the Civil Rights Act of 1964, Point Loma Nazarene University does not discriminate on the basis of race, color, age, or national origin. Furthermore, as required by Title IX of the 1972 Education Amendments, Point Loma Nazarene University does not discriminate on the basis of gender in its educational programs, activities, or employment policies. Point Loma Nazarene University also provides equal opportunity for qualified persons with handicaps in compliance with the requirements of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The Director of the Academic Support Office provides advice and support to students with disabilities. Inquiries and appeals regarding compliance with these federal requirements may be directed to the Vice President for Student Development, Nicholson Commons, Office 303, (619) 849-2313.

### **Reservation of Rights**

Point Loma Nazarene University reserves the right to make changes in the academic catalogs regarding personnel listings, tuition and fees, majors and minors, course offerings, course sequencing, and other provisions and requirements relative to academic programs, within the student's term of attendance.

### **Education Records (FERPA) and Directory Information**

The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended affords students certain rights with respect to their education records. These include: 1) the right to inspect and review the student's education records within 45 days of the day the university receives a request for access, 2) the right to request the amendment of the student's education records that the student believes are inaccurate or misleading, 3) the right to consent to disclosures of personally identifiable information contained in the student's education records, and 4) the right to file a complaint

with the U.S. Department of Education concerning alleged failures by Point Loma to comply with the requirements of FERPA.

The university has defined directory information as name, address (including electronic mail), telephone number, date and place of birth, major field of study, dates of attendance, degrees and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, degree candidacy, and the most recent previous educational agency or institution attended. This information may be provided, upon review by the Vice Provost for Academic Administration, as public information or to individuals who demonstrate a valid need to contact students. Photographs of students may also be used in various university publications or on the university website. Students who prefer that their photograph not be used, must inform the Office of Marketing and Creative Services of their request prior to the second Monday of each semester.

The university may disclose education records to college officials with legitimate educational interests. A college official is a person employed by the university; a member of the Board of Trustees; or an individual serving on a committee, such as disciplinary or grievance committees. PLNU also includes among college officials a student appointed to an official committee or assisting another official in performing tasks. A college official has a legitimate educational interest if the information aids the official in fulfilling professional functions.

Questions relative to FERPA policies should be referred to the Office of the Vice Provost for Academic Administration or may be referenced at FERPA.

## **Student Consumer Complaint Process**

The U.S. Department of Education has amended the Higher Education Act (HEA) authorizing the "Program Integrity Rule." This amendment provides, among other things, regulations associated with the federal student financial aid program that require colleges or universities authorized to offer postsecondary education in one or more states to ensure access to a complaint process 34 CFR 668.43(b) that will permit student consumers to address the following:

1. Alleged violations of State consumer protection laws that include but are not limited to fraud and false advertising;
2. Alleged violations of State laws or rules relating to the licensure of postsecondary institutions; and
3. Complaints relating to the quality of education or other State or accreditation requirements.

To access a copy of PLNU's student complaint process, [click here](#).

An individual may contact the Department of Consumer Affairs of the Bureau for Private Postsecondary Education for review of a complaint. The Bureau may be contacted at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA , 95833, at their website: <http://www.bppe.ca.gov/enforcement/complaint>, via email at [bppe@dca.ca.gov](mailto:bppe@dca.ca.gov), or by phone or fax at (916) 431-6959 PH, (916) 263-1897 FAX.

## **Official Catalog**

As the on-line catalog is considered to be the official document relative to academic program offerings and charges, any print-outs of pages taken from the on-line version are, by definition, unofficial.

## **State and Federal Policies**

## **Notice of Non-Discrimination**

In accordance with Title VI of the Civil Rights Act of 1964, Point Loma Nazarene University does not discriminate on the basis of race, color, age, or national origin. Furthermore, as required by Title IX of the 1972 Education Amendments, Point Loma Nazarene University does not discriminate on the basis of gender in its educational programs, activities, or employment policies. Point Loma Nazarene University also provides equal opportunity for qualified persons with handicaps in compliance with the requirements of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The Director of the Academic Support Office provides advice and support to students with disabilities. Inquiries and appeals regarding compliance with these federal requirements may be directed to the Vice President for Student Development, Nicholson Commons, Office 303, (619) 849-2313.

## **Reservation of Rights**

Point Loma Nazarene University reserves the right to make changes in the academic catalogs regarding personnel listings, tuition and fees, majors and minors, course offerings, course sequencing, and other provisions and requirements relative to academic programs, within the student's term of attendance.

## **Education Records (FERPA) and Directory Information**

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FERPA has specifically identified certain information called directory information that may be disclosed without student consent. Although directory information may be disclosed without student consent, PLNU is not required to release directory information.

The university has defined directory information as name, address (including electronic mail), telephone number, date and place of birth, major field of study, dates of attendance, enrollment status, degrees, honors and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, degree candidacy, and the most recent previous educational agency or institution attended. This information may be provided, upon review by the Vice Provost for Academic Administration, as public information or to individuals who demonstrate a valid need to contact students.

Periodically, PLNU conducts formal and informal photo and video shoots (around the campus and at off-campus events and activities) for use in university publications, social media, promotional videos/commercials, and the PLNU Web site. Students who require that no identifiable image be used by the university must notify Marketing and Creative Services in writing prior to the second Monday of each semester. Students should email their request to [photo-optout@pointloma.edu](mailto:photo-optout@pointloma.edu) and include their full name and student ID number. In addition, PLNU may submit information about students' participation in school activities to media outlets. Students who require that their names be excluded from such stories must notify Marketing and Creative Services in writing prior to the second Monday of each semester.

The university may disclose education records to college officials with legitimate educational interests. A college official is a person employed by the university; a member of the Board of Trustees; or an individual serving on a committee, such as disciplinary or grievance committees. A college official has a legitimate educational interest if the information aids the official in fulfilling professional functions. PLNU also includes among college officials a student appointed to an official committee or assisting another official in performing tasks and outside service providers who perform an institutional service of function such as attorneys, auditors, and the National Student Clearinghouse. The university may also disclose education records to post-secondary institutions in which a student is seeking or intending to enroll, or is already attending if the disclosure is for purposes related to the student's enrollment or transfer.

Questions relative to FERPA policies should be referred to the Office of the Vice Provost for Academic Administration.

## **Student Consumer Complaint Process**

The U.S. Department of Education has amended the Higher Education Act (HEA) authorizing the "Program Integrity Rule." This amendment provides, among other things, regulations associated with the federal student financial aid program that require colleges or universities authorized to offer postsecondary education in one or more states to ensure access to a complaint process 34 CFR 668.43(b) that will permit student consumers to address the following:

1. Alleged violations of State consumer protection laws that include but are not limited to fraud and false advertising;
2. Alleged violations of State laws or rules relating to the licensure of postsecondary institutions; and
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To access a copy of PLNU's student complaint process, click [here](#).

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## **Religious Expression**

Founded in 1902, Point Loma Nazarene University (PLNU) is a Christian university committed to the liberal arts and professional preparation. A combination of challenging academics, deep spirituality, and service-centered action prepares students for living purpose-filled lives and integrating knowledge with beliefs, values, and actions.

Being of Wesleyan heritage, and affiliated with the Church of the Nazarene, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life. We also strive to provide a learning and living environment that promotes safety, transparency, personal integrity, civility, mutual respect, and freedom from unlawful discrimination.

This integration of faith and learning is recognized by the United States and California Constitutions and many state and federal laws. For example, exemptions in Title IX(1) and the California Equity in Higher Education Act(2) recognize the right of religious educational institutions such as PLNU to incorporate religious beliefs into all aspects of university life and maintain faith-based standards of behavior to which all community members voluntarily agree to follow. A full statement of PLNU's mission and community expectations for faculty, staff and students can be found at:

Student Standards of Conduct: Graduate and Professional Students  
Why PLNU

1. 20 U.S.C. Section 1681(a)(3).
2. Cal. Ed. Code Section 66271.

## **Veterans Benefits and Transition Act of 2018**

In compliance with the Veterans Benefits and Transition Act of 2018, Point Loma Nazarene University permits \*covered individuals to attend or participate in the course of education during the period beginning on the date in which

the individual provides to PLNU a certificate of eligibility (COE) for entitlement to educational assistance under chapter 31 or 33 and ending on the earlier of the following dates:

1. The date on which the US Department of Veteran Affairs (DVA) provides payment for a course of education to PLNU.
2. The date that is 90 days after the date on which the educational institution certifies for tuition and fees following receipt of the COE from the student.

PLNU will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other PLNU facilities, or require that a covered individual borrow additional funds, or any covered individual because of the individual's inability to meet his or her financial obligations to PLNU due to the delayed disbursement funding from the DVA under chapter 31 or 33.

\*A covered individual is any individual who is entitled to educational assistance under chapter 31, Veteran Readiness and Employment, or chapter 33, Post 9/11 GI Bill benefits.

To qualify for this provision, students are required to:

1. Submit a Certificate of Eligibility (CH33) or VRE Authorization (CH31) to PLNU within 30 days of the start of the term.
2. Provide a written request to use CH33 entitlement, or have a VRE Authorization on file for CH31 for each term student is requesting to use benefits.
3. Submit a signed PLNU VA Student Agreement form, one time, upon first requesting benefits.

If there is a difference in the amount of the student's financial obligation to PLNU and the amount that the student is eligible to receive from the DVA, the student may incur an additional fee or may be required to make an additional payment to make up the difference.

For more information, please see PLNU's Veterans officer.

## **Admissions**

### **University Admission Policies and Program Eligibility**

#### **Admission Policies**

Admission to Point Loma Nazarene University graduate programs is selective and is determined by university standards. Applicants are evaluated on their individual scholarly potential to complete graduate-level course work and curriculum requirements. It is expected that each student has adequate academic preparation for the intended major area of study. Students apply for admission to the university and eligibility to a specific program through the Office of Graduate Admissions. Acceptance to the university for post-baccalaureate study does not mean eligibility for a specific degree or certificate program. Program eligibility is determined by the appropriate academic department or school.

#### **Program Eligibility Policies**

Program eligibility is decided by the more specialized program standards within each academic department or school. Specific programs may require a national entrance examination and the meeting of other eligibility standards. Each student must satisfy all eligibility requirements for the specific program of interest and have an approved program of study filed with the Office of Records as part of the program eligibility process.

#### **Graduate Program Eligibility Guidelines**

Students should refer to the department or school website or in subsequent pages of this catalog for the specific program requirements for eligibility to the program for which the student is applying. Being admitted to the university does not guarantee acceptance into a specific graduate program.

### **Policy Regarding False Information**

A student's acceptance to a Point Loma Nazarene University post-baccalaureate program is contingent upon the truthfulness of the information contained in the application materials. Discovery of false information prior or subsequent to admission is grounds for immediate dismissal. Such dismissal results in the forfeiture of all charges, tuition, and fees paid as well as all academic credits earned. If the student is enrolled and attending courses at the time of dismissal, the resulting grade for those courses will be recorded as a grade of WF (withdrawal while failing).

### **Change of Program**

If a graduate student wishes to change programs within the academic department/school, the student must file a change of program form with the Office of Records before course work may begin in the new program. Students who fail to file the form risk not receiving financial aid or credit for work done toward program completion. Students must meet all program eligibility requirements for the specific program of interest and have an approved program of study filed with the Office of Records. If a graduate student decides to change academic departments/schools within the university, the student must submit a new application for program eligibility to that specific academic department or school.

### **Re-Application for Admission**

Students who decide to enroll in a different academic department or school of the university, progress from post-baccalaureate credential to graduate program, or begin a second graduate degree program must submit a new application online to the Office of Graduate Admissions as well as the academic department or school and meet all program eligibility requirements. Students who have not been enrolled for one calendar year from the last date of attendance must submit a new application through the Office of Graduate and Professional Studies Admissions. Students who have previously applied to the university and have not yet been accepted to the university or the academic department or school for which they applied may request a reactivation of their application, if within one year of the initial date of filing.

### **Graduate Student Services**

Graduate student support services are comprised of the Office of Graduate and Professional Studies Admissions, the Office of Graduate and Professional Studies Student Financial Services, Graduate and Professional Studies Center for Student Success, the Office of Records, Information Technology Services, Ryan Library, and Common Knowledge Bookstore. These support services are available to graduate students through the respective branch campuses and online.

### **Computer and Internet Acceptable Use Policy (AUP)**

Point Loma Nazarene University encourages the use of technology for learning, communication, and collaboration. It is the responsibility of students who utilize university resources to do so in a responsible, legal, and ethical manner. Users must respect the rights and privacy of others and act in compliance with all university policies as well as federal, state, and local laws.

PLNU reserves the right to restrict the use of its computer facilities and to limit access to its networks when faced with evidence of violations of policies or standards, of contractual obligations, or of federal, state, or local laws. The university has the right to remove or limit access to materials posted on or transmitted by its computers. By connecting to the campus network, the user agrees to the terms and conditions of the Acceptable Use Policy. Actions deemed

detrimental or inappropriate when accessing university and Internet resources may be viewed by clicking Acceptable Use Policy.

## **Graduate Admission to the University**

### **Application Guidelines**

Before a student is considered for admission to the university for a post-baccalaureate program, the student must have on file with the Office of Graduate Admissions the following documents:

1. **Application:** a completed Graduate Application for admission (application to be completed online);
2. **Letters of Recommendation:** two or more letters of recommendation with at least one from a professional supervisor and at least one from an academic reference with direct knowledge of the applicant's ability to succeed in graduate education. In the case where a professional reference is not available, an additional academic reference is appropriate. In the situation where a recent academic reference is not available, an additional professional reference is appropriate;
3. **Fee:** the application fee currently in effect (students seeking admission to programs in the School of Theology and Christian Ministry may request a waiver of the application fee based on financial need);and
4. **Transcripts:** official transcripts showing completion of a baccalaureate and, if applicable, a higher-level degree from an institution that is accredited by a regional accrediting association with a cumulative grade-point average of 3.000 or higher (with the exception of the School of Education Credential Only and the Master of Arts in Christian Ministry each requiring a cumulative grade-point average of 2.750 or higher).

### **Application Priority Dates**

Point Loma Nazarene University accepts students for admission in fall, spring, and summer semesters. Applications received 30 days prior to the start of the semester are given priority consideration. Application priority dates can be found on the Graduate Admissions website at [www.pointloma.edu/gradapp](http://www.pointloma.edu/gradapp).

Individual academic departments and schools evaluate whether or not the student applicant meets the eligibility requirements and notifies the Office of Graduate Admissions regarding the program eligibility decision. The Office of Graduate Admissions will, in turn, notify the student applicant. Program eligibility is dependent on the student's acceptance to the university.

### **Admission Application Fee**

An application fee (see Tuition and Fees) must accompany each post-baccalaureate application. The fee is non-refundable. Applicants to the School of Theology and Christian Ministry may request a waiver of this fee based on financial need.

### **Provisional Admission**

Candidates may be admitted officially to the university upon receipt of all materials (see above). However, candidates may be allowed to begin classes with provisional status if they have not submitted an official transcript but have filed an unofficial copy (showing completion of a baccalaureate and, if applicable, a higher-level degree) and a receipt showing that official transcripts have been requested. Financial aid will not be available to provisionally admitted students until they have been admitted formally to the university and have been removed from provisional admission status. After the first semester of provisional status, subsequent registration is suspended until full admission status is confirmed.

### **Admission under Exception**

Applicants who do not meet the minimum standards for admission, but who can demonstrate an exceptionally rich experiential background and/or have shown a dramatic 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 petition along with the student's application package and determines the merits and appropriateness of the request.

In order to apply for admission 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. The applicant is also required to schedule an interview with a Point Loma Nazarene University academic advisor from the school to which the applicant is applying.

Following the interview, the academic advisor submits a summary of the applicant's interview and petition package to the department chair or dean of the school. Students admitted under the Exceptions Policy with a GPA less than 2.750 will be admitted with conditions and must achieve a grade point average of 3.000 or better in their first semester (or first six (6) units). The Graduate Professional Studies Admissions Exceptions Committee or designee is the final authority for admission under exception policy.

There is no exceptions policy for the Doctor of Nursing Practice program.

## Graduate Standing and Appeals

- **Graduate Special Standing.** This status is assigned to students who are not pursuing a degree or credential program. A maximum of six (6) units of appropriate course work taken as a special standing may be used in a graduate program. Graduate students in special standing are not eligible for financial aid. Contact the Office of Graduate Admissions for assistance with the Graduate Special Standing process and a Graduate Special Application for Admission.
- **Graduate Regular Standing.** This status is granted to a student who has met all admission requirements. Applicants are notified of their status in their first semester of enrollment.
- **Appeals.** Any appeals must be made by the candidate through the program director and school dean to the Associate Vice President for Admissions.

## International Student Admission

PLNU is approved by the Department of Homeland Security (DHS) to admit non-resident students under an F-1 Visa for the purpose of pursuing a graduate degree on a full-time basis. Full-time enrollment is defined as six (6) units per semester. An F-1 student is a non-immigrant who is pursuing a "full-time course of study" toward a specific educational or professional objective at an academic institution in the United States designated by the DHS. Once the educational or professional objective has been attained, the F-1 student is expected by the U.S. government to return to her/his residence abroad. An I-20 (Certificate of Eligibility) for a non-immigrant student is issued by the university after the student has submitted all required admission materials and has a confirmation of admission to PLNU.

## Required Documentation for International Student Admission

The following documentation is required for admission of international students:

1. **Application:** a completed application for admission;
2. **Letters of Recommendation:** two or more letters of recommendation, as required by the appropriate program to which the student is applying;
3. **Fee:** the application fee currently in effect (students seeking admission to programs in the School of Theology and Christian Ministry may request a waiver of the application fee based on financial need);
4. **Transcripts:** official transcripts showing completion of a baccalaureate and, if applicable, a higher-level degree from an approved institution (NOTE: transcripts of academic work outside the United States must be evaluated by an approved credentialing service agency);

5. ***Affidavit of Support***: as required for all international students by the U.S. government, an original copy of financial certification no older than six months that shows adequate funds for the program of study (NOTE: though required only for the first year of attendance, the applicant should indicate how the remaining years during program completion will be financed); and
6. ***Proof of Language Proficiency***: The university requires a score of 216 (computer-based) or 550 (paper-based) on the Test of English as a Foreign Language (TOEFL) examination or a score of 80 on the TOEFL IBT. (NOTE: PLNU's college code is 4605; international students who receive a bachelor's degree from a U.S.-approved post-secondary institution where English is the principal language of instruction may receive a waiver of the TOEFL).

International students are encouraged to contact the Director of International Student Services at the university for more information at (619) 849-2524 or may contact that office by email at [internationalstudentsdirector@pointloma.edu](mailto:internationalstudentsdirector@pointloma.edu).

## Financing a PLNU Education

### Tuition and Fees

This Catalog section contains information on financing an education at Point Loma Nazarene University. In addition to tuition rates and fees, it outlines financial aid policies and enumerates the financial aid available to the graduate and professional student. Questions on financing an education at PLNU should be referred to the Graduate and Professional Studies Student Financial Services office via email at [GPSsfs@pointloma.edu](mailto:GPSsfs@pointloma.edu) or by calling (619) 563-2882.

Tuition and fees are subject to change on an annual or cohort basis and vary according to academic program.

### Tuition Rates

The following tuition rates apply to ***Post-Baccalaureate and Adult Degree Completion*** programs.

<b><i>Program</i></b>	<b><i>Cost Per Unit</i></b>
Master of Arts in Christian Ministry	\$320
Master of Arts in Clinical Counseling	\$790
Master of Arts in Organizational Leadership (M.A.O.L.)	\$540
Master of Business Administration (M.B.A.) Evening and Daytime Programs	\$890
Master of Science in Athletic Training	\$740
Master of Science in General Biology	\$765
Master of Science in Kinesiology	\$745
Master of Science in Nursing (M.S.N.)	\$820
School of Education, Bakersfield	\$640
School of Education, San Diego	\$660
Doctor of Nursing Practice	\$1160
Bachelor of Arts in Child and Adolescent Development, Adult Degree Completion	\$530

Bachelor of Arts in Computer Information Technology, Adult Degree Completion	\$550
Bachelor of Arts in Criminal Justice, Adult Degree Completion	\$540
Bachelor of Arts in Interdisciplinary Studies with Emphasis in Education, Adult Degree Completion	\$545
Bachelor of Arts in Organizational Leadership, Adult Degree Completion	\$540
Bachelor of Business Administration	\$575
RN to BSN, Adult Degree Completion	\$500

## University Fees

Application Fees (Graduate and Teaching Credential Students)	\$50
Enrollment Deposit (Graduate and Teaching Credential Students)	\$100
Audit Fee, per unit	\$150
Clinical Practice/Intern Fee, per unit (School of Education)	\$75
Teacher Performance Charge (School of Education)	\$350
TaskStream and Sibme Accounts Fee (School of Education)	\$300
TaskStream Fee (School of Education)	\$150
Internship Sibme Account Fee (School of Education)	\$50
ePortfolio Technology Fee - M.S.N.	\$120
MBA Course Fee	\$60
Master of Arts in Christian Ministry Independent/Directed Study Fee, per unit	\$90
Kinesiology Cadaver Fee	\$400
Kinesiology Course Fee	\$250
Kinesiology Test Fee	\$175
Kinesiology Program Fee	\$200
Athletic Training Program Fee (billed in two \$700 charges)	\$1400
Student Athlete Fee	\$175
Degree Processing Fee	\$120

## Payment Information

### Billing Process

A Statement of Account, which contains the class schedule as well as the semester charges and financial aid, is posted to Workday under Financials for all registered students prior to the beginning of each semester. An email is sent to the student's PLNU Gmail account with a link to a statement that has been generated. The Statement of Account serves as the invoice from which payment should be made. In addition, monthly statements are generated electronically in Workday for students who continue to have an owing balance, and an email reminder is sent to the student (and/or to another individual specified by the student) directing the student to view the statement online. Students are also able to generate their own statement in Workday at any time after they have registered in courses for the semester.

## Payment Options

Payments can be paid in cash, check, money order, cashier check, or electronic check. Credit cards and debit cards are not accepted. Electronic check payments can be made at [workday.pointloma.edu](http://workday.pointloma.edu). All other payments should be made at/sent to: 3900 Lomaland Drive, San Diego, CA 92106.

- **Payment in Full.** Payment of total charges for the enrolled session is due by the end of the second week of classes. The actual date will be specified on the student's monthly bill.
- **Multiple Payments.** Payment of total charges for a semester may be divided into two or three equal payments. *All charges must be paid before the end of the applicable term and accounts may be placed on hold until the final payment is received.* Students interested in this option must enroll in PLNU's Tuition Installment Plan (TIP) through Workday *by the semester's payment due date*. This option is subject to a \$30 (for three-pay) or \$20 (for two-pay) non-refundable enrollment fee and is unavailable after the term's payment due date.
- **Financial Aid.** Students desiring to use scholarships, grants, and/or loans to pay their charges must complete the Free Application for Federal Student Aid (FAFSA) at [www.studentaid.gov](http://www.studentaid.gov). Students interested in receiving federal student loans will also need to complete the Federal Direct Loan Entrance Counseling and a Loan Agreement/Master Promissory Note (MPN) at [www.studentaid.gov](http://www.studentaid.gov). Other financial aid documents may also be needed. The GPS SFS office will notify students of any missing financial aid documents via email. Students must notify the Office of Graduate and Professional Studies Student Financial Services if they expect to receive scholarships or grants from outside agencies, including employer reimbursement. Students who do not complete the financial aid application process by the payment deadlines will be subject to late fees and required to pay their balances in full.

## Late Fees

Students who do not settle their bills by the due date will be charged a late fee of 5% of their owing balance. The late fee will be charged at the end of the last business day of the second week of classes. *The university reserves the right to remove students from classes for non-payment.* Students paying their bills with financial aid must have completed a FAFSA and any other required documents and be packaged with financial aid in order to avoid a late fee. Any part of the bill that is not covered by 'Pending Aid' will be subject to late fees. Students enrolled in PLNU's Tuition Installment Plan (TIP) by the semester due date are not charged late fees unless the payment contract is canceled, past due, or does not cover the full balance.

## Returned Check Fee

Any payment made via paper or electronic check that is delinquent or returned will incur a \$25 late or returned check fee. This fee applies to payments made through PLNU's Tuition Installment Plan (TIP) and individual payments made to the university.

## Holds

A financial hold will be placed on all accounts with an owing balance and will not be released until the student has settled the account. A financial hold will prevent class registration, the awarding of final course grades, diploma release, and participation in the commencement ceremony.

## Tuition Refund Policy

Students may receive a full or partial refund for any dropped course provided that: 1) the course is dropped within the parameters of the refund schedule 2) the course is dropped via online registration, email, or a signed Change of Schedule form is turned into the appropriate campus location by the close of the business week for which the student wishes to receive a tuition refund (Friday at 4:30 pm, exempting holidays). Dropping courses may change a student's financial aid eligibility. Students should check with a Graduate and Professional Studies Student Financial Services Advisor before making any changes to their schedule.

For refund and financial aid purposes, the last day of attendance will be defined for face-to-face classes as the last date of physical attendance in class and for online classes as the last day the student made an online contribution beyond logging in (responded to an online question, posted an assignment or otherwise actively participated).

## Refund Schedule

	100% Refund	75% Refund	50% Refund	25% Refund	NO REFUND
<b><i>COURSE DROPPED WITHIN:</i></b>					
Semester Course	Weeks 1-2	Week 3	Week 4	Weeks 5-8	Weeks 9-16
7-9 Week Quad	Week 1	Week 2	Week 3	Week 4	Weeks 5-9
5-6 Week Course	Week 1		Weeks 2-3		Weeks 4-6
5, 8-Hour Class Meetings	Class 1		Class 2	Class 3	Classes 4-5
3, 8-Hour Class Meetings	Class 1			Class 2	Class 3
3 Week Course	Classes 1-2	Classes 3-4	Class 5	Classes 6-7	Classes 8-12
Other	Refund is based upon the percentage of class time elapsed in proportion to the length of the semester and quad schedules.				

Course fees are refunded at 100% through the 50% tuition refund period. Once tuition refund drops to 25%, course fees are not refunded.

## Degree Processing Fee

All Graduate and Professional Studies students eligible for graduation are charged a fee in their final semester. This fee is applied to the student's account and is non-refundable. The fee is required to be paid in order to participate in Commencement. The fee is assessed once per degree, even if the student does not plan to participate in Commencement.

## ePortfolio Technology Fee

Point Loma Nazarene University has adopted a web-based tool to provide Master of Science in Nursing (MSN) students a place to create and store an online ePortfolio. The use of this technology also allows the university to collect student work and assess academic programs. Students are being assessed an ePortfolio technology fee. A one-time fee will be charged to each MSN student associated with a specific course toward the beginning of the student's program.

## **Earned Grades Policy**

In addition to completing a course's academic requirements, PLNU's Earned Grades Policy requires that a student's account be substantially paid in full to receive final course grades in a given term. Please review the complete Earned Grades Policy [here](#).

## **FERPA**

Students are responsible for handling all financial matters related to their attendance at the university. FERPA, the federal "Privacy Act," prohibits sending statements to or discussing financial matters with a spouse or parent of students 18 years of age or older without written permission of the student. To read more about FERPA, click [State and Federal Policies](#). Students may grant another individual permission through [Workday](#).

## **Financial Aid at PLNU**

The financial assistance program at Point Loma Nazarene University consists primarily of Federal Direct loans, but also includes a limited number of federal, state, and institutional grants, and external scholarships and grants awarded by corporations and civic organizations. Financial assistance is intended to recognize and assist students who otherwise would be unable to attend the university.

The university recognizes that the primary responsibility for paying expenses rests with the student (and spouse, if married) and parents (of federally-determined dependent students) who are expected to contribute in proportion to their resources. Any financial assistance awarded by the university is intended to help bridge the gap between the student's expected family contribution and the cost of attending PLNU.

Some forms of financial assistance are awarded to students based on need. A student's financial need is determined by completion of the Free Application for Federal Student Aid (FAFSA). Various federal and state regulations, institutional policies, and funding-level limitations may affect the types and amounts of financial assistance that a student may receive from year to year. Additionally, changes in information, enrollment, or circumstances may cause financial assistance awards to be reduced, increased, or eliminated subsequent to the initial determination of these awards. The reduction or elimination of awards may cause a student to owe a balance to the university.

## **Applying for Aid at PLNU**

To receive any type of federal or state aid at PLNU, the student must complete the Free Application for Federal Student Aid (FAFSA) or renewal FAFSA each academic year of enrollment. The information on the FAFSA is transmitted to the schools listed by the student on the application. PLNU's school code for this purpose is 001262. The FAFSA application can be submitted online at [www.studentaid.gov](http://www.studentaid.gov). Financial Aid may be renewed each academic year, provided students remain financially and academically eligible (Review the [Graduate Satisfactory Academic Progress policy here](#) and the [Adult Degree Completion Satisfactory Academic Progress policy here](#)). An award letter is issued to students after they have been fully accepted into an eligible program at PLNU and have completed a FAFSA application. In order for aid to disburse to the student's account, it must be accepted online through the Financial Aid Portal which can be accessed through the PLNU OneLogin page. Many loans begin accruing interest at the time of disbursement or shortly thereafter; we recommend that students carefully consider their needs and accept the least amount of loans necessary to cover educational expenses.

## **Financial Need**

Financial Need is defined as the difference between the student's Cost of Attendance (COA) for the academic year and the "Expected Family Contribution" (EFC) as determined by completion of the FAFSA.

The Cost of Attendance is determined by the university and is based on an estimation of reasonable expenses incurred by the majority of students, including tuition, fees, room and board, books and supplies, transportation, and miscellaneous costs. (See Table below for information on the calculation of COA).

The Expected Family Contribution (EFC) is a statistical figure based on a federally mandated formula using the financial information provided on the FAFSA by the student (and parents or spouse, if applicable) that represents the student's ability to contribute to the cost of the education.

***Cost of Attendance Calculation:***

Fees	May include estimated or actual Assessment and Student Teaching fees.
Tuition	Set at assumed enrollment status amounts unless otherwise requested. Graduate students are generally assumed to be enrolled full-time (in six (6) units per semester), except for Master of Biology students who are generally assumed to be enrolled half-time (in three (3) units per semester). Teaching Credential students are generally assumed to be enrolled half-time (in six (6) units per semester). Adult Degree Completion students are generally assumed to be enrolled three-quarter time (in nine (9) units per semester). Tuition budget may be adjusted based on actual enrollment status upon request.
Room & Board (Average Grocery, Rent)	Determined by CSAC's Student Expense Budget for California. May be adjusted based on length of enrollment (single quad/full semester).
Books & Supplies (Books, Educational Supplies, Course Fees, Computer Expenses)	Determined by CSAC's Student Expense Budget for California. May be adjusted based on enrollment status (full-time, three-quarter time, half-time).
Miscellaneous (Health and Miscellaneous)	"Other expenses" category determined by CSAC's Student Expense Budget for California. May be adjusted based on length of enrollment (single quad/full semester).
Transportation	Cost of transportation to and from classes. Determined by CSAC's Student Expense Budget for California. May be adjusted based on enrollment status (full-time, three-quarter time, half-time).
Loan Fees	Estimated cost.

**Appeals for Special Circumstances**

Federal regulations provide the Graduate and Professional Studies Student Financial Services office with discretionary authority to make case-by-case adjustments to student FAFSA data in cases of special circumstances. Special circumstances include:

- Documentable significant reductions to income (Loss of job, reduction of work hours, marital separation, etc.)
- Unusually high medical or dental expenses (only uninsured amounts not included on tax return)
- A parent attending college (for Dependent students only)
- Dependency status appeals (for Dependent students only)

If a student believes there are special circumstances that should be reviewed, the student must submit an Appeal Form for Special Circumstances (available at the Graduate and Professional Studies Student Financial Services office at the

Mission Valley campus or online with supporting documentation. After initial review of the appeal, additional documentation may be required. Students will be notified of the result of the appeal via email.

## **Financial Aid Programs**

### **Need-Based Federal Grant Programs**

#### **PELL Grant**

The Pell Grant is awarded to undergraduate students with a qualifying Expected Family Contribution (EFC) as determined by the FAFSA. Pell Grant is gift aid and does not have to be repaid. It can be used to help pay university charges (tuition and fees, on-campus room and board) or living expenses. The maximum award for the 2020-2021 Academic Year (AY) is \$6,345. Graduate students, teaching credential students and students pursuing a second Bachelor degree are not eligible for the Federal Pell Grant.

Students may be eligible for other forms of federal need-based aid. Additional information may be obtained from the Graduate and Professional Studies Student Financial Services office.

#### **Federal Supplemental Educational Opportunity Grant (SEOG)**

SEOG is a form of "campus-based" federal gift aid that is awarded to Pell Grant recipients who have a qualifying Expected Family Contribution (EFC). Since SEOG funding is extremely limited, not all students who qualify receive an award. The maximum SEOG Grant for the 2020-2021 Academic Year (AY) for Adult Degree Completion students is \$260 per full-time semester of enrollment; however, final award decisions are subject to the final campus-based fund allocation awarded to PLNU. Students who have an EFC of \$0 will be considered as a priority group for funding.

### **Need-Based State Aid**

For details about any California state fund programs, students may visit the California Student Aid Commission (CSAC) website at [www.csac.ca.gov](http://www.csac.ca.gov).

#### *Cal Grant for Adult Degree Completion Students*

Cal Grant is a program of the California Student Aid Commission (CSAC). Students may receive a Cal Grant for a maximum of four academic years (eight semesters) of undergraduate study. In addition, teacher credential students who received Cal Grant as undergraduates may be eligible for a two-semester extension of their benefits. Students must meet income and asset ceiling and family size limits. Award amounts are determined annually by the passing of a final State of California budget; all Cal Grant awards listed on an award letter are to be considered "estimated" until the final budget is passed into law by the California legislature.

CSAC notifies new Cal Grant recipients whether they have been awarded an Entitlement or Competitive Cal Grant. Before a Cal Grant award can be added to a student's Financial Aid Award Letter, the Graduate and Professional Studies Student Financial Services office must review the data provided by the student and parents on the FAFSA to make sure that the student is financially eligible.

Cal Grant A is for students from low to middle-income families. It is restricted to paying tuition and mandatory fee charges only. The award amount of the Cal Grant is determined upon approval of a final State of California budget.

Cal Grant B is for students with exceptionally high need (based on the FAFSA). During the first year of the award, Cal Grant B pays an Access Grant. PLNU credits these funds directly to the student's account to help pay down semester charges. However, the student has the option of receiving Access Grant funds as a check each semester by submitting the 2020-2021 Cal Grant B Access Funds Form to the Graduate and Professional Studies Student Financial Services office before the end of each semester Add Period. After that date, the semester Access Grant is credited to the student's

account. During the second and subsequent years, Cal Grant B includes a tuition and fee-paying component in addition to Access. The award amount of the Cal Grant and Access Grant is determined upon approval of a final State of California budget.

#### *Application Process for New Cal Grants for Adult Degree Completion Students*

Students must have submitted a 2020-2021 FAFSA ([www.studentaid.gov](http://www.studentaid.gov)) by March 2, 2020, and a verified grade-point average (GPA) to the California Student Aid Commission (CSAC) by the same date. High school seniors must request that their high school provide this information to CSAC electronically. Current PLNU students who are California residents and who have completed 24 or more college units should request that the PLNU Office of Records submit their GPA to CSAC.

#### *Transfer Entitlement Cal Grants for Adult Degree Completion Students*

Students who graduated from high school after June 30, 2000, attended a California Community College, and then transferred to PLNU may be eligible for a Cal Grant Transfer Entitlement award (also known as the California Community College Transfer Entitlement award). This award is either a Cal Grant A or B. To qualify, you must have at least a 2.400 community college GPA, meet the Cal Grant financial and eligibility requirements, be under 28 years of age as of December 31 of the award year and apply by March 2. You must transfer from a California Community College to PLNU in the award year for which the award is offered. Students must complete a G-6 self-certification form by logging into WebGrants at [www.webgrants4students.org](http://www.webgrants4students.org).

For details about requirements for the 2020-2021 Cal Grant, students may visit the California Student Aid Commission (CSAC) website at [www.csac.ca.gov](http://www.csac.ca.gov).

#### *Renewal Cal Grants for Adult Degree Completion Students*

All Cal Grant recipients must meet income and asset ceiling and family size limits established annually by the California Student Aid Commission (CSAC) in order to have their Cal Grant renewed for the 2020-2021 Academic Year. Students may renew a Cal Grant award for up to four academic years (eight semesters), including semesters students received the grant at other schools. Submission of a verified GPA is not required to renew a Cal Grant. Students who received a Cal Grant at another institution must complete Form G-10 (Grant Record Change Form for Students), contact CSAC at 1-888-224-7268, or update their institution on WebGrants for Students at [www.webgrants4students.org](http://www.webgrants4students.org).

#### *Cal Grant and the California Dream Act for Adult Degree Completion Students*

The California Dream Act of 2011 allows students without lawful immigration status but who meet certain requirements to apply for and receive state financial aid at California private colleges. The award amount of the Dream Act Cal Grant is determined upon approval of a final State of California budget.

For details about applying for a Cal Grant under the Dream Act, visit the California Student Aid Commission (CSAC) website at [www.csac.ca.gov](http://www.csac.ca.gov).

### **Cal Grant Teaching Credential Program (TCP)**

Cal Grant A or B recipients who meet the following requirements should contact the California Student Aid Commission (CSAC) for information and application materials or visit CSAC at: [www.csac.ca.gov](http://www.csac.ca.gov):

1. Have received a bachelor's degree;
2. Are accepted to and have enrolled in a professional teaching preparation program (Master of Arts in Teaching (MAT) or Teaching Credential program) at PLNU *within 15 months* of the end of the semester for which the recipient last received a Cal Grant payment;
3. Have not received or submitted an application for a Preliminary Teaching Credential;
4. Do not currently possess any other initial teaching credential;

5. Continue to maintain financial need for a Cal Grant and meet income and asset ceiling and family size limits. To be eligible for the Cal TCP Program, students must be enrolled at least half-time. Students enrolled less than full-time will have their Cal Grant awards pro-rated. The tuition and fees component of the Cal Grant cannot pay more than the student's tuition and fee charges for the semester.

Students interested in applying for the Cal Grant TCP must submit a G-44 form to CSAC, and the Commission must approve the application prior to PLNU awarding the Cal Grant.

## Need Based Federal Loan Programs

### Subsidized Direct Loans

The Federal Subsidized Direct Loan is a low-interest student loan borrowed directly from the U.S. government designed to help students pay for college. The Subsidized Federal Direct Loan is available for Adult Degree Completion and Teaching Credential students as long as the student has not met the Undergraduate Subsidized Loan aggregate limits. It requires financial need as determined by the FAFSA and is not based on creditworthiness. The student is not responsible for paying interest that accrues while the student is enrolled at least half-time (six (6) units for Adult Degree Completion and Teaching Credential students). Direct Loan interest rates and origination fees are published annually by the Department of Education. The interest rates become effective on July 1st of each year and the origination fees become effective on October 1st of each year. Understanding the importance of repaying any federal student loan taken while in school is critical. Sample loan repayment schedules are available for students at [www.studentaid.gov](http://www.studentaid.gov). For more information on the Federal Student Loan programs and interest rates, please click here. The determination of an academic year may vary by program. Graduate students are not eligible for Subsidized Direct Loans.

Students are required to complete Federal Direct Loan Entrance Counseling and a Loan Agreement/Master Promissory Note (MPN) before any Federal Direct Loan funds are released. Entrance Counseling is a mandatory federal requirement to advise student borrowers of their rights and responsibilities in receiving a student loan. Loan amounts are generally released in one disbursement for each semester attended. Students may accept all or a portion of their Federal Direct Loan eligibility. We recommend that students carefully consider their expenses and other financial resources before determining the amount of loan to accept. Entrance Counseling and completion of a Loan Agreement/Master Promissory Note (MPN) must be completed online through the Federal Direct Loan website at [www.studentaid.gov](http://www.studentaid.gov). More information can be found at the Graduate and Professional Student Services section of the Point Loma Nazarene University website at [www.pointloma.edu/gradsfs](http://www.pointloma.edu/gradsfs).

When a student graduates, withdraws from the university, takes an approved leave of absence, or drops below half-time status (registered for less than three (3) units in a semester for a graduate student or less than six (6) units in a semester for Adult Degree Completion and Teaching Credential students), Federal Direct Loan Exit Counseling is required. This is a mandatory federal requirement for all students who have received a Federal Direct Loan. Exit Counseling must be completed online through the Federal Direct Loan website at [www.studentaid.gov](http://www.studentaid.gov). Additional information may be obtained from the Graduate and Professional Studies Student Financial Services office.

Repayment begins six months after the student graduates, withdraws, or drops below half-time status (i.e. less than three (3) units for graduate students or less than six (6) units for Adult Degree Completion and Teaching Credential students).

Federal Subsidized Direct Annual Loan Limits:

Adult Degree Completion Freshmen (0-24 units)	\$3,500
Adult Degree Completion Sophomore (25-56 units)	\$4,500
Adult Degree Completion Junior and Senior (57+ units)	\$5,500

Teaching Credential	\$5,500
Graduate Students	\$0 (not eligible for Subsidized Loans)

## **Federal Work-Study**

The Federal Work-Study (FWS) program is awarded to eligible students, on a request-basis. It is only awarded if the student acquires on-campus employment. Students eligible for Federal Work-Study awards are not guaranteed employment. If interested in Federal Work-Study, the student should contact the Student Employment Office to secure employment at (619) 849-2633 or online at [www.pointloma.edu/work](http://www.pointloma.edu/work) and contact the Graduate and Professional Studies Student Financial Services Office. FWS is disbursed in the form of bi-weekly paychecks from the cashier's office in Draper Hall or by direct deposit.

## **Non-Need Based Federal Loan Programs**

### **Unsubsidized Federal Direct Loan**

The Unsubsidized Federal Direct Loan is a low-interest student loan borrowed directly from the U.S. government designed to help students pay for college. The Unsubsidized Federal Direct Loan does not require financial need and is not based on creditworthiness. The borrower is responsible for paying all the interest that accrues, from disbursement until the loan is fully repaid. Direct Loan interest rates and origination fees are published by the Department of Education. The interest rates become effective on July 1st of each year and the origination fees become effective on October 1st of each year. Understanding the importance of repaying any federal student loan taken while in school is critical. Sample loan repayment schedules are available for students at [www.studentaid.gov](http://www.studentaid.gov). For more information on the Federal Student Loan programs and interest rates, please click here. The determination of an academic year may vary by program.

Students are required to complete Federal Direct Loan Entrance Counseling and a Loan Agreement/Master Promissory Note (MPN) before any Federal Direct Loan funds are released. Entrance Counseling is a mandatory federal requirement to advise student borrowers of their rights and responsibilities in receiving a student loan. Loan amounts are generally released in one disbursement for each semester attended. Students may accept all or a portion of their Federal Direct loan eligibility. We recommend that students carefully consider their expenses and other financial resources before determining the amount of loan to accept. Entrance Counseling and completion of the Loan Agreement/Master Promissory Note (MPN) must be completed online through the Federal Direct Loan website at [www.studentaid.gov](http://www.studentaid.gov). More information can be found at the Graduate and Professional Studies Student Financial Services section of the Point Loma Nazarene University website at [www.pointloma.edu/gradsfs](http://www.pointloma.edu/gradsfs).

When a student graduates, withdraws from the university, takes an approved leave of absence, or drops below half-time status (registered for less than three (3) units for a graduate student or less than six (6) units for a Teaching Credential or Adult Degree Completion student in a semester), Federal Direct Loan Exit Counseling is required. This is a mandatory federal requirement for all students who have received a Federal Direct Loan. Exit Counseling must be completed online through the Federal Direct Loan website at [www.studentaid.gov](http://www.studentaid.gov). Additional information may be obtained from the Graduate and Professional Studies Student Financial Services office.

Repayment begins six months after the student graduates, withdraws, or drops below half-time status (i.e. less than six (6) units in a semester for Adult Degree Completion and Teaching Credential students or less than three (3) units in a semester for Graduate students).

Federal Direct Loan Limits:

<i>Year</i>	<i>Dependent Students (except students whose parents are unable to obtain PLUS Loans)</i>	<i>Independent Students (and dependent undergraduate students whose parents are unable to obtain PLUS Loans)</i>
First-Year Adult Degree Completion Undergraduate Annual Loan Limit	\$5,500-No more than \$3,500 of this amount may be in subsidized loans.	\$9,500-No more than \$3,500 of this amount may be in subsidized loans.
Second-Year Adult Degree Completion Undergraduate Annual Loan Limit	\$6,500-No more than \$4,500 of this amount may be in subsidized loans.	\$10,500-No more than \$4,500 of this amount may be in subsidized loans.
Third-Year and Beyond Adult Degree Completion Undergraduate Annual Loan Limit	\$7,500-No more than \$5,500 of this amount may be in subsidized loans.	\$12,500-No more than \$5,500 of this amount may be in subsidized loans.
Teaching Credential Annual Loan Limit	\$5,500-The entire amount may be in subsidized loans.	\$12,500-No more than \$5,500 of this amount may be in subsidized loans.
Graduate or Professional Students Annual Loan Limit	Not Applicable (all graduate and professional students are considered independent)	\$20,500 (unsubsidized only)
Subsidized and Unsubsidized Aggregate Loan Limit	\$31,000-No more than \$23,000 of this amount may be in subsidized loans.	\$57,500 for undergraduates-No more than \$23,000 of this amount may be in subsidized loans. \$138,500 for graduate or professional students-No more than \$65,500 of this amount may be in subsidized loans. The graduate aggregate limit includes all federal loans received for undergraduate study.

### Federal Direct Parent Loan for Dependent Students (PLUS)

The Direct Parent PLUS Loan is a credit-based loan available to parents of dependent undergraduate Adult Degree Completion and Teaching Credential students who file a 2020-2021 FAFSA. Although the loan is not based on need, the FAFSA must be completed. The PLUS Loan annual borrowing limit is equal to the student's cost of education minus any other financial aid awarded. We recommend that students and parents carefully consider their expenses and other financial resources before determining the amount of loan to accept. Direct Parent PLUS Loan interest rates and origination fees are published by the Department of Education. The interest rates become effective on July 1st of each year and the origination fees become effective on October 1st of each year. Repayment begins 60 days after the loan is fully disbursed or borrowers may request a deferment or forbearance of repayment until their student leaves the university. The application and Loan Agreement/Master Promissory Note (MPN) may be completed online at [www.studentaid.gov](http://www.studentaid.gov). Normally, PLUS Loan amounts are released in one disbursement for each semester attended. If the parent wishes to have the entire loan disbursed in a single semester, the parent must specify this on the online PLUS loan application. Loan origination fees will be charged in accordance with federal regulation from any Federal Parent PLUS Loan funds disbursed to the student account. For additional information, please visit the Graduate and Professional Studies Student Financial Services section of Point Loma Nazarene University's website at [www.pointloma.edu/gradsfs](http://www.pointloma.edu/gradsfs).

### Federal Direct Graduate PLUS Loan

The Federal Direct Graduate PLUS Loan is a credit-based loan for which graduate students only may apply. The Direct Graduate PLUS Loan is intended for graduate students whose educational costs exceed their Unsubsidized Federal Direct Loan eligibility. Although the loan is not based on need, the FAFSA must be completed. For more information on the Federal Student Loan programs and interest rates, please click [here](#). Repayment begins 60 days after the final loan disbursement is made for the academic year. Students can begin the application process online at [www.studentaid.gov](http://www.studentaid.gov).

Students are required to complete the Federal Direct Graduate PLUS Loan Application, Loan Agreement/Master Promissory Note (MPN) and Entrance Counseling before any Federal Direct Graduate PLUS Loan funds are released. Entrance Counseling is a mandatory federal requirement to advise student borrowers of their rights and responsibilities in receiving a student loan. Loan amounts are generally released in one disbursement for each semester attended. Students may accept all or a portion of their maximum Direct Graduate PLUS Loan eligibility, which is limited by the Cost of Attendance and the amount of other aid awarded. We recommend that students carefully consider their expenses and other financial resources before determining the amount of loan to accept. The Application, Entrance Counseling, and completion of the Loan Agreement/Master Promissory Note (MPN) must be completed online through the Federal Direct Loan website at [www.studentaid.gov](http://www.studentaid.gov).

When a student graduates, withdraws from the university, takes an approved leave of absence, or drops below half-time status (registered for less than three (3) units for a graduate student in a semester), Federal Direct Loan Exit Counseling is required. This is a mandatory federal requirement for all students who have received a Federal Direct Loan. Exit Counseling must be completed online through the Federal Direct Loan website at [www.studentaid.gov](http://www.studentaid.gov). Additional information may be obtained from the Graduate and Professional Studies Student Financial Services office.

### **Federal Nursing Student Loan**

The Nursing Loan is a low-interest federal loan for Adult Degree Completion students enrolled in the RN to BSN program who demonstrate exceptional financial need. The interest rate is fixed at 5.00% for the life of the loan and begins accruing nine months after graduation, withdrawal, or dropping to less than half-time status (i.e., less than six (6) units for Adult Degree Completion students). Repayment also begins at that time. Students have up to ten years to repay the loan. Payments are made through PLNU's loan servicer, ECSI. Students awarded a Nursing Loan must complete Entrance Counseling and sign a Promissory Note each semester before funds can be credited to their student account. Because of limited funding, there is no guarantee that a student will continue to receive Nursing Loan funding in subsequent years. Students must complete a 2020-2021 FAFSA to determine eligibility.

When a student graduates, withdraws from the university, takes an approved leave of absence, or drops below half-time status (registered for less than six (6) units in a semester for the Adult Degree Completion program), Federal Nursing Student Loan Exit Counseling is required. This is a mandatory federal requirement for all students who have received a Federal Nursing Student Loan. Exit Counseling must be completed online with our servicer ECSI at <https://borrower.ecsi.net/>. Additional information may be obtained from the Graduate and Professional Studies Student Financial Services office.

### **Federal Nursing Faculty Loan**

The Federal Nursing Faculty Loan is a low-interest federal loan for graduate Nursing students only who intend to become full-time Nursing faculty. When meeting the Nursing faculty requirements, the interest rate is fixed at 3% for the life of the loan and begins accruing interest three months after graduation, withdrawal, or dropping to below half-time status. Loans may be forgiven up to 85% when the commitment to full-time Nursing faculty is completed. Otherwise, repayment begins nine months after graduation, withdrawal, or dropping to below half-time status (i.e. less than three (3) units for Graduate students), if not employed full-time as a Nursing faculty member. (Employment verification forms must be submitted to the PLNU Nursing department in order to postpone repayment and receive forgiveness.) Students have up to 10 years to repay the loan. Payments are made through PLNU's loan servicer, ECSI. Students awarded a Nursing Faculty Loan must sign a Master Promissory Note (MPN) and complete online Entrance Counseling before funds can be credited to the student's account. Because of limited funding and Nursing faculty requirements, the Nursing Faculty Loan is managed through the School of Nursing.

When a student graduates, withdraws from the university, takes an approved leave of absence, or drops below half-time status (registered for less than three (3) units in a semester for a Graduate student), Federal Nursing Faculty Loan Exit Counseling is required. This is a mandatory federal requirement for all students who have received a Federal Nursing Faculty Loan. Exit Counseling must be completed online with our servicer ECSI at <https://borrower.ecsi.net/>. Additional information may be obtained from the Graduate and Professional Studies Student Financial Services office.

## **Other Federal Aid**

### **Federal TEACH Grant - Graduate students and Teaching Credential students only**

The TEACH Grant program provides funds to students who are completing coursework needed for a career in teaching and agree to teach, for at least four complete academic years, in a high-need field (see this *Federal List*) at an elementary/secondary school, or educational service agency that serves students from low-income families (see this *Federal List*).

The amount of TEACH grant available is subject to current federal regulations. Interested students may contact the Graduate and Professional Studies Student Financial Services office.

In order to receive the TEACH grant, students must meet all of the following criteria:

- Must have and maintain at least a 3.250 cumulative GPA (New students qualify through their Bachelor Degree or previous Masters degree) in an eligible post-baccalaureate program.
- Must complete the FAFSA.
- Must sign an annual Agreement to Serve, promising to teach in a high-need field at an elementary school, secondary school, or educational service agency that serves students from low-income families for at least four complete academic years after completing (or ceasing enrollment in) the course of study for which the student received the grant.
- Must complete annual Entrance Counseling, which informs the student of their rights and responsibilities.
- Enrollment must fall within the TEACH Grant Authorized Course List, since the TEACH Grant is designed for specific programs leading to highly qualified teachers.

***IMPORTANT: If a student does not complete their service obligation, all TEACH Grant funds received will be converted to a Direct Unsubsidized Loan. The student must then repay this loan to the U.S. Department of Education, with interest charged from the date the TEACH Grant was disbursed.***

Learn more here on the Department of Education's Website.

## **The FAFSA Verification Process**

Any student who files a FAFSA may be selected for a process called "verification", either by the Department of Education or by the University. Verification is the process of confirming that the data reported on the FAFSA is accurate. PLNU has partnered with Inceptia's "Verification Gateway" as an approved third-party servicer who assists PLNU in collecting all documents required to complete the process for any student selected by the Department of Education for verification. Students who may be selected for institutional verification will be contacted by PLNU's Student Financial Services (SFS) Office directly.

Students may decline the request for verification documents, however in doing so, they become ineligible for any federal or state financial aid. It is recommended that all students complete the verification process as early as possible to avoid late notification of the loss of eligibility of financial aid.

## **Other Non-Need Based Loan Programs**

### **Private Loans**

Private Loans are offered by various lenders who set their own criteria on credit and interest rates. Interest rates may be higher than the Federal Direct Loan and Grad PLUS Loan. Interest rates are based on PRIME or LIBOR plus a percentage tier that may range from 0% to 12% depending on the borrower's credit and, if required, co-signer's credit. Students should research different lenders since the criteria, interest rates, and repayment incentives on a Private Loan will vary.

### **Department/School Awards**

Each year, various academic departments and schools award a limited number of scholarships to selected students. Students should contact their academic department or school for applications and deadlines.

### **Financial Aid from Outside Agencies**

Various organizations, such as businesses, community groups, churches, etc. administer scholarships based on merit, community service, organizational affiliation, academic performance, or educational objective. Some of these awards require financial need. It is the student's responsibility to research outside scholarship opportunities. The PLNU website includes a link to an outside scholarship resource, and many other scholarship searches are available online (such as collegeboard.org, fastweb.com, petersons.com). Once awarded, it is the student's responsibility to contact the outside agency sponsoring the scholarship award and request that it send the scholarship check to PLNU. Outside scholarship awards are generally divided evenly over both the fall and spring semesters, unless the scholarship donor specifically states otherwise. Even if the scholarship donor sends the funds directly to the student, the award must still be treated as a resource, which means that other aid in the student's financial aid package may need to be reduced or canceled to prevent the student from being funded in excess of campus charges, financial need, and/or cost of attendance.

### **ROTC and Vocational Rehabilitation**

Both Reserve Officers Training Corps (ROTC) and Vocational Rehabilitation (Voc Rehab) help students to pay tuition and fee charges. The award amount must be verified by the organization providing the financial assistance. Vocational Rehabilitation is treated as need-based aid and can limit a student's eligibility for need-based financial aid programs.

### **Veterans Administration (VA) Benefits**

Veterans Administration (VA) benefits are awarded to veterans of the Armed Services and dependents who qualify. VA Benefits are certified by the university and may be paid directly to the student or credited to the student's account.

The student is responsible for accurately reporting on the FAFSA the expected monthly amount of VA Benefits and the number of months the benefit will be received. Inaccurately reported VA Benefits could result in adjustments to the student's overall financial aid package.

Questions regarding VA benefits should be directed to [www.gibill.va.gov](http://www.gibill.va.gov) or 888-442-4551. Questions regarding PLNU application of VA benefits can be directed to [veteranservices@pointloma.edu](mailto:veteranservices@pointloma.edu).

### **Other Resources**

If a student receives any form of non-PLNU financial assistance, such as outside scholarships or employer reimbursement, previously awarded financial aid may need to be reduced so that funding does not exceed financial need or cost of attendance. Whenever possible, the Graduate and Professional Studies Student Financial Services office will reduce loan amounts before adjusting grant or scholarship assistance.

### **Tuition Remission**

PLNU employees may be eligible for tuition remission and should contact the Office of Human Resources at 619-849-2200 or visit the Human Resources webpage for more information.

***NOTE: Although tuition remission is a benefit, it is also a resource and may limit the student's eligibility for federal, state, and institutional aid.***

## **Potential Limitations or Forfeiture of Financial Assistance**

The following situations may limit or eliminate financial aid eligibility:

- Not a U.S. citizen or an eligible non-citizen.
- Not enrolled in a degree-seeking program.
- Attending courses through a special standing status.
- Received federal financial aid at another institution for a period of time that overlaps with a period of enrollment at PLNU.
- Registered less than half-time in a semester (three (3) units per semester for graduate students or six (6) units for Adult Degree Completion and Teaching Credential students).
- Not meeting Satisfactory Academic Progress standards (see below).
- Defaulted on previous federal student loans (students may regain eligibility after having made satisfactory arrangements with the collection agency or the U.S. Department of Education).
- A balance owed as a result of the over-awarding of a federal grant or loan (In this case students are required to either provide written documentation of an approved and current repayment arrangement or to pay the over-awarded balance in full).

## **Satisfactory Academic Progress (SAP)**

In accordance with the Higher Education Act of 1965, as amended, all post-secondary institutions must establish a Satisfactory Academic Progress (SAP) policy. At Point Loma Nazarene University, all students receiving federal and state financial aid are required to make satisfactory progress in order to maintain eligibility for financial aid programs. PLNU's SAP policy requires all students to complete at least 2/3 of all attempted units (the quantitative requirement). In addition, to satisfy the qualitative requirement, Graduate and Teaching Credential students must maintain a minimum cumulative Grade-Point Average (GPA) of 3.000 at the end of each semester. Master of Arts in Christian Ministry students must maintain a minimum cumulative Grade-Point Average (GPA) of 2.750 at the end of each semester. Adult Degree Completion students must maintain a minimum cumulative Grade-Point-Average (GPA) of 2.000 at the end of each semester and maintain a minimum cumulative Grade-Point Average of 2.000 at the end of each semester for all courses taken at PLNU in the student's designated program of study. For more complete information on the university's SAP policy, students may view our SAP Policy for Graduate and Teaching Credential students [here](#) or for Adult Degree Completion students [here](#). You may also contact the Graduate and Professional Studies Student Financial Services office for more information.

## **Requirements, Deadlines, and Application Procedures**

All students requesting financial assistance must do the following:

1. Make formal application for admission, be officially accepted into an undergraduate Adult Degree Completion, preliminary teaching credential or post-baccalaureate program by the Office of Graduate Admissions and be enrolled at least half-time;
2. Complete and file the FAFSA.

Financial awards are generally made for two consecutive semesters (depending upon the academic program). These awards are disbursed on a semester basis, provided the student completes the required procedures and remains financially and academically eligible.

More information regarding requirements, deadlines, and application procedures can be obtained on our website at [www.pointloma.edu/gradsfs](http://www.pointloma.edu/gradsfs).

## **Refunds for Federal Financial Aid Funds in Excess of Tuition and Fees (Title IV Credit Balances)**

A Title IV credit balance occurs whenever the amount of Title IV funds credited to a student's account for a semester exceeds the amount of tuition and fees assessed the student for that semester. Point Loma Nazarene University will pay such a Title IV credit balance directly to the student (or parent if the credit balance is from a Parent PLUS Loan\*) within 14 days of the Title IV funds disbursing to the student's account. The GPS SFS Office strongly encourages all students to set up direct deposit in Workday in order to receive the refunds from the Title IV credit balances as quickly and efficiently as possible.

\*If a parent would like the student to receive the Title IV credit balance from a Parent PLUS Loan, they must indicate it when the PLUS application is initially completed.

## **Withdrawals**

At the time a student leaves the university, all accounts must be paid in full. Any unpaid balance will accrue interest at ten percent (10%) per annum. In addition, Point Loma Nazarene University may report unpaid accounts to a national credit bureau. Students are responsible for paying all collection costs, including attorney fees and court costs as deemed reasonable, in the event a suit is instituted. A student will not be permitted to participate at commencement exercises or receive a diploma until all accounts at the university have been paid. Any financial aid received for a period in which a student withdraws will be subject to Title IV regulations and may need to be adjusted or returned.

Operational costs are sometimes affected by factors over which PLNU has no control. Therefore, the charges and financial-aid policies quoted in this catalog are subject to change without notice. (NOTE: Students should also see the information on withdrawal under the section entitled Academic and General Policies in this catalog.)

Students who have taken out student loans to pay for any portion of their education are required to complete federal Exit Counseling when graduating, withdrawing, or dropping below half-time enrollment from the university. Online Exit Counseling for Direct Loans or TEACH grants can be completed at <https://studentloans.gov>. Online Exit Counseling for Perkins and Nursing loans can be completed at <https://borrower.ecsi.net/>. Failure to complete Exit Counseling may cause a hold to be placed on transcript and diploma release.

## **Academic and General Policies**

***ADULT DEGREE COMPLETION STUDENTS:*** Please click [HERE](#) for Academic and General Policies that apply to all Adult Degree Completion programs.

## **University Policies**

### **Credit Hour Policy:**

According to the United States Department of Education with regard to the credit hour definition, one semester unit represents an hour (minimum fifty minutes) of class time per week for at least 15 weeks (Carnegie definition). Two hours of preparation are normal for each hour of class.

Face-to-face instructional hours are equivalent to the following:

1 credit hour = 750 minutes instructional time

2 credit hours = 1500 minutes

3 credit hours = 2250 minutes

4 credit hours = 3000 minutes

Web-facilitated courses use web-based technology to facilitate what is essentially a face-to-face course. These offerings can be up to 25% online/web-based work.

Hybrid or Blended courses use online and face to face delivery. A substantial portion of the content (between 26% and 79%) is delivered online, and it typically uses online discussion and has a reduced number of face-to-face meetings.

Online courses have the majority of content online and typically do not have face-to-face meetings.

Academic unit leadership will monitor the unit of credit policy through the course syllabus, schedule, and faculty governance policies and procedures.

## **State Authorization: Online Course Enrollment and Physical Location**

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct educational activities regulated by that state. In certain states and U.S. Territories outside California, Point Loma Nazarene University is not authorized to enroll online students. Students not residing in California are required to update their physical locations, and must also report whether they plan to travel or move during an online course. The definition of physical location and the policy on monitoring physical location are noted below.

### ***Definition of Physical Location***

The physical location of each student enrolled at the University is defined as physical location, not state of residency. Physical locations are reported and monitored during the Admissions process, Registration process, and online course enrollment.

### ***Policy on Monitoring Physical Location***

Students must disclose their physical locations to the Office of Records prior to program and online course enrollment, and disclose any changes in their physical locations to PLNU during enrollment.

## **Academic Honesty**

The Point Loma Nazarene University community holds the highest standards of honesty and integrity in all aspects of university life. Any violation of the university's commitment is a serious affront to the very nature of Point Loma's mission and purpose.

Violations of academic honesty include cheating, plagiarism, falsification, identity fraud, aiding academic dishonesty, and malicious interference.

*Cheating* is the use of unauthorized assistance that results in an unfair advantage over other students. It includes but is not limited to: bringing and/or using unauthorized notes, technology or other study aids during an examination; looking at other students' work during an exam or in an assignment where collaboration is not allowed; attempting to communicate with other students in order to get help during an exam or in an assignment where collaboration is not allowed; obtaining an examination prior to its administration; allowing another person to do one's work and submitting it as one's own; submitting work done in one class for credit in another without the instructor's permission.

*Plagiarism* is the use of an idea, phrase, or other materials from a source without proper acknowledgment of that source. It includes but is not limited to: the use of an idea, phrase, or other materials from a source without proper acknowledgment of that specific source in a work for which the student claims authorship; the misrepresentation and/or use of sources used in a work for which the student claims authorship; the use of papers purchased online as all or part

of an assignment for which the student claims authorship; submitting written work, such as laboratory reports, computer programs, or papers, which have been copied from the work of other students, with or without their knowledge and consent.

*Falsification* is the alteration of information or forging of signatures on academic forms or documents. It includes but is not limited to: using improper methods of collecting or generating data and presenting them as legitimate; altering graded work and submitting it for re-grading; falsifying information on official academic documents such as drop/add forms, incomplete forms, petitions, recommendations, letters of permission, transcripts or any other university document; misrepresenting oneself or one's status in the university.

*Academic identity fraud* is the act of allowing a person to impersonate the registered student, by doing the academic work and by submitting it as if it were the work of the registered person. This encompasses both face to face and online environments. It includes, but is not limited to: having another person complete a course assignment, take an examination, respond to discussion board questions, or complete any kind of academic exercise on behalf of the registered student. In such cases, it may be considered collusion to commit fraud on the part of both parties.

*Aiding academic dishonesty* is assisting another person in violating the standards of academic honesty. It includes but is not limited to: allowing other students to look at one's own work during an exam or in an assignment where collaboration is not allowed; providing information, material, or assistance to another person knowing that it may be used in violation of academic honesty policies; providing false information in connection with any academic honesty inquiry.

*Malicious intent* is misuse of academic resources or interference with the legitimate academic work of other students. It includes but is not limited to: removing books, journals, or pages of these from the library without formal checkout; hiding library materials; refusing to return reserve readings to the library; damaging or destroying the projects, lab, studio work or other academic product of fellow students.

A student remains responsible for the academic honesty of work submitted in PLNU courses and the consequences of academic dishonesty beyond receipt of the final grade in the class and beyond the awarding of the diploma. Ignorance of these catalog policies will not be considered a valid excuse or defense. Students may not withdraw from a course as a response to a consequence.

### ***Response Procedure for First Offense***

The following response procedure must be used by faculty or administrators who discover a violation of academic honesty in current or previous courses.

1. *Fact-Finding*: The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications*: The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The program director or dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty. If so, the faculty member, program director, and dean should follow the process outlined below under *Repeat Offense(s)*. Otherwise, continue to follow the below response procedure.
3. *Notice of Decision to Student*: Once the violation is discovered, the instructor will send a written communication to the student regarding the incident and the consequences. Instructors can give students an "F" on a specific assignment or an "F" in the course as a consequence of a violation of academic honesty. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog. The communication should also inform the student that (i) a repeated violation of academic honesty may result in probation, suspension, administrative withdrawal or expulsion from the university, and/or (ii) depending on the gravity of the offense, a first violation of academic honesty may also result in probation, suspension, administrative withdrawal or expulsion from the university, in the discretion of the Vice Provost for Academic Administration (see No. 5 below). In cases of academic identity

fraud, the violation(s) could be interpreted as a criminal offense and could result in administrative withdrawal from Point Loma Nazarene University.

4. *Notice to PLNU Administration:* The instructor must send in writing a report of the incident to the program director, school or college dean, and the Vice Provost for Academic Administration. The report should include a description of the violation, the action taken, and evidence of the violation. The official record of the incident and any appeals is maintained by the Office of the Vice Provost of Academic Administration.
5. *Further Action:* Upon receiving notice from the instructor of a violation of academic honesty, the Vice Provost for Academic Administration may, in his/her discretion, based on the gravity of the offense and its surrounding circumstances, determine to impose additional consequences on the student, including without limitation probation, suspension, administrative withdrawal or expulsion from the university. If the Vice Provost for Academic Administration takes such further action, he/she shall notify the student in writing within 48 hours (during standard, non-holiday, business/school days) of receiving the instructor's decision.

#### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *School or College Dean:* The student should present an appeal of the penalty in writing within 48 hours (counting non-holiday, business/school days) upon receiving the instructor's decision or the Vice Provost for Academic Administration's decision, whichever is later, including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration who will send the appeal to any two school or college deans. The deans will review the appeal and send a written ruling to the student, instructor, and Vice Provost for Academic Administration. The appeal decision reached by the deans is final.

#### ***Response Procedure for Repeated Offense(s)***

The following response procedure must be used by faculty or administrators who discover a repeated offense of a violation of academic honesty in current or previous courses.

1. *Fact-Finding:* The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications:* The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty.
3. *Initial Notice to Student:* If a prior offense of academic dishonesty has been noted, the school or college dean must notify the student in writing that such prior offense(s) will be discussed and evaluated by the dean when considering the consequence that should be imposed with respect to the current offense.
4. *Evaluation:* The program director and school or college dean must consult with the instructor about the current incident of academic dishonesty and the instructor's recommendations regarding the consequences for the current violation. The program director or dean may also, in his/her discretion consult with the Vice Provost of Academic Administration or others in order to evaluate the current incident and any prior offenses of academic dishonesty committed by the student for purposes of determining the appropriate consequences to impose for the current offense. Depending upon the seriousness of the incident or pattern of incidents of academic honesty violations and the circumstances surrounding the current and prior offenses of academic dishonesty, such consequences may include, without limitation, probation, suspension administrative withdrawal or expulsion from the university.
5. *Notice of Decision to Student:* The dean will communicate his/her decision and the consequences in writing to the student. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog.

#### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of a repeated offense(s) of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *Neutral Dean:* The student should submit to the Vice Provost for Academic Administration a written appeal of the dean's decision including all document and evidence supporting the appeal within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision. The Vice Provost for Academic Administration will select a neutral academic dean to review the appeal. This dean will send a written notice of the decision on the appeal to the student, instructor, original dean, and Vice Provost for Academic Administration.
2. *Administrative Committee:* If the student isn't satisfied with the dean's decision from Step 1 above, the student may submit a further written appeal including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision on the appeal. The Vice Provost for Academic Administration will distribute the appeal to an administrative committee comprising two uninvolved deans, a member of the Graduate and Extended Studies Committee appointed by the Provost, and the Vice Provost for Academic Administration or designee. The appeal decision reached by this committee is final.

## **Academic Behavior Policy**

Both faculty and students at Point Loma Nazarene University have the right to expect a safe and ordered environment for learning. Any student behavior that is disruptive or threatening is a serious affront to Point Loma Nazarene University as a learning community. Students who fail to adhere to appropriate academic behavioral standards may be subject to discipline. Although faculty members communicate general student expectations in their syllabi and disruptive student conduct is already addressed in the Undergraduate Student Handbook, the purpose of this policy is to clarify what constitutes disruptive behavior in the academic setting and what actions faculty and relevant administrative offices may take in response to such disruptive student behavior.

"Disruption," as applied to the academic setting, means classroom, instructor or classmate-related student behavior that a reasonable faculty member would view as interfering with or deviating from normal classroom, class-related, or other faculty-student activity (advising, co-curricular involvement, etc.). Faculty members are encouraged to communicate positive behavior expectations at the first class session and to include them in course syllabi. Examples of disruptive classroom or class-related behavior include, but are not limited to:

- persistent speaking without being recognized or interrupting the instructor or other speakers;
- overt inattentiveness (sleeping or reading the newspaper in class);
- inordinate or inappropriate demands for instructor or classroom time or attention;
- unauthorized use of cell phone or computer;
- behavior that distracts the class from the subject matter or discussion;
- unwanted contact with a classmate in person, via social media or other means;
- inappropriate public displays of affection;
- refusal to comply with reasonable instructor direction; and/or
- invasion of personal space, physical threats, harassing behavior or personal insults.

The above types of behavior are prohibited in the classroom, course-related off-campus activities and class-related interactions between students and faculty members or academic administrators. Incidents which involve both academic and non-academic behavior may result in responses coordinated by the Vice Provost for Academic Administration (VPAA) and the Vice President for Student Development or the Dean of Students.

Civil and polite expression of disagreement with the course instructor, during times when the instructor permits discussion, is not in itself disruptive behavior and is not prohibited.

All students, including students with disabilities, are required to comply with this Academic Behavior Policy and related policies in their respective Student Handbooks, Catalogs and/or faculty syllabi. Students with disabilities, however, may be entitled to receive academic adjustments, modifications or auxiliary aids and services as described below under the "Academic Accommodations" section.

### ***Response Procedure***

The following response procedure is recommended to faculty who witness or experience disruptive behavior, either in the classroom or in contact with an enrolled student outside the classroom. Depending on its severity, disruptive behavior could result in any of the following responses:

1. Verbal and/or written request to stop behavior and warning of potential consequences.
2. Exclusion from the current class period/activity.
3. E-mailed report to Vice Provost for Academic Administration and/or Vice President for Student Development which, may further result in:
  - Filing of report and no further action.
  - Student meeting with VPAA, the Dean of Students and/or the Vice President for Student Development to develop and sign classroom behavior and growth plan detailing appropriate behaviors and consequences for failure to comply.
4. Depending on the frequency and severity of the student behavior, consequences may also include without limitation permanent exclusion from a specific class, suspension, expulsion or administrative withdrawal from the university.

If events occur in classes or off-campus activities after university business hours, faculty should call Department of Public Safety and ask to speak to the highest ranking officer who will notify administrative personnel.

## **Education Records (FERPA) and Directory Information**

The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended affords students certain rights with respect to their education records. These include: 1) the right to inspect and review the student's education records within 45 days of the day the university receives a request for access, 2) the right to request the amendment of the student's education records that the student believes are inaccurate or misleading, 3) the right to consent to disclosures of personally identifiable information contained in the student's education records, and 4) the right to file a complaint with the U.S. Department of Education concerning alleged failures by Point Loma to comply with the requirements of FERPA.

FERPA has specifically identified certain information called directory information that may be disclosed without student consent. Although directory information may be disclosed without student consent, PLNU is not required to release directory information.

The university has defined directory information as name, address (including electronic mail), telephone number, date and place of birth, major field of study, dates of attendance, enrollment status, degrees, honors and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, degree candidacy, and the most recent previous educational agency or institution attended. This information may be provided, upon review by the Vice Provost for Academic Administration, as public information or to individuals who demonstrate a valid need to contact students.

Periodically, PLNU conducts formal and informal photo and video shoots (around the campus and at off-campus events and activities) for use in university publications, social media, promotional videos/commercials, and the PLNU website. Students who require that no identifiable image be used by the university must notify Marketing and Creative Services in writing prior to the second Monday of each semester. Students should email their request to [photooptout@pointloma.edu](mailto:photooptout@pointloma.edu) and include their full name and student ID number. In addition, PLNU may submit information about students' participation in school activities to media outlets. Students who require that their names be excluded from such stories must notify Marketing and Creative Services in writing prior to the second Monday of each semester.

The university may disclose education records to college officials with legitimate educational interests. A college official is a person employed by the university, a member of the Board of Trustees, or an individual serving on a committee, such as disciplinary or grievance committees. A college official has a legitimate educational interest if the information aids the official in fulfilling professional functions. PLNU also includes among college officials a student appointed to an official committee or assisting another official in performing tasks and outside service providers who perform an institutional service of function such as attorneys, auditors, and the National Student Clearinghouse. The university may also disclose education records to post-secondary institutions in which a student is seeking or intending to enroll, or is already attending if the disclosure is for purposes related to the student's enrollment or transfer.

Questions relative to FERPA policies should be referred to the Office of the Vice Provost for Academic Administration.

## **Application for Graduation**

A student who intends to graduate must complete an Application for Degree Candidacy (online or in the Office of Records in Mission Valley). The form must be filed with the Office of Records no less than 60 days prior to the anticipated degree posting date. Degree processing fees will be applied to the student's account. Work for all courses considered for a degree must be completed prior to the anticipated degree posting date. Passing grades for all courses must be recorded prior to a degree posting. Posting dates are available on the academic calendar. All candidates must complete all program courses to participate in Commencement unless all of the following are met:

- There are no more than four (4) units lacking to complete the required units for the program (no more than six (6) units lacking for the Master of Arts in Clinical Counseling, Master of Science in Athletic Training, Master of Science in General Biology, Master of Science in Nursing, and the Doctorate of Nursing Practice.)
- There is an approved plan to complete the remaining units in the immediately following term
- Payment in full of all financial obligations to the university, including a degree processing fee

## **Examinations**

Examinations may be deferred due only to illness or other equally valid conditions over which the student has no control. Approval for deferral must occur before the scheduled examination. Faculty and/or the department or school has the authority to grant examination deferral.

## **Class Attendance**

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. Therefore, regular attendance and participation in each course are minimal requirements. Absences are counted from the first official meeting of the class regardless of the date of the student's enrollment. If more than twenty percent of the classes are reported as missed, the faculty member may initiate the student's de-enrollment from the course without advance notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" or "NC." There are no refunds for courses where a de-enrollment was processed. For the 2020-2021 academic year, if absences exceed twenty (20) percent of the total number of class meetings but are due to university excused health issues, an exception will be granted.

A student who registers late must, therefore, be exceptionally careful about regular attendance during the remainder of the course. Registered students who neither attend the first class session nor inform the instructor of record of their desire to remain in the class may, at the request of the instructor, be removed from the class roster.

Exceptions to the foregoing attendance regulations due to extenuating circumstances beyond the student's control may be granted only by appeal to the Vice Provost for Academic Administration. Students should consult the syllabus of each course for specific applications of and elaborations on the above attendance policy.

## **Online Class Attendance**

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any three consecutive days will be issued an attendance warning. Students who do not attend at least once in any seven consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

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

## **Academic Accommodations**

Pursuant to Section 504 of the Rehabilitation Act and other applicable laws, PLNU prohibits discrimination and harassment against a qualified individual with a disability. While all students are expected to meet the minimum standards for completion of each course as established by the instructor, students with disabilities may request academic adjustments, modifications or auxiliary aids/services. The PLNU Disability Resource Center (DRC), located in the Bond Academic Center (DRC@pointloma.edu or 619-849-2533), is the point of contact for disability issues for all PLNU undergraduate and graduate students, including students enrolled at the Mission Valley Campus and College of Extended Learning students enrolled in PLNU courses at Community College satellite campuses.

Current and prospective students seeking an accommodation must follow the reasonable accommodation procedures described in the Disability and Reasonable Accommodations Policy for Current and Prospective Students. After the student files the required documentation, the DRC, in conjunction with the student, will develop an academic adjustment or accommodation plan (AP) to meet that student's specific learning needs. The DRC, in conjunction with the student, will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP will be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

## **Registration and Records**

### **Transcripts**

A complete and official transcript is available from the Office of Records. Official transcripts cost \$5.00 each and can be ordered by going to the National Student Clearinghouse website (<https://mystudentcenter.org/>). Requests not submitted through online ordering require an Official Transcript Form from the Records Office website and a student's handwritten signature. Transcripts marked for pick up will not be released to anyone other than the student except by a signed, written authorization submitted to the Records Office. Photo identification is required for pick up. Unofficial transcripts are free and available through Workday as well as at the Office of Records. Expedited processing and mailing options may be available for an additional fee.

### **Course Offerings and Class Schedules**

All course offerings are posted in Workday. The university reserves the right to cancel any class with insufficient enrollment and make necessary changes in its schedule and programs.

## **Course Numbering System**

- 4000-4099 Upper-division courses open to post-baccalaureate students with the approval of the school dean or department chair upon the recommendation of the program director/coordinator.
- 5000-5099 Transition or post-baccalaureate courses applicable to a certificate, credential, or a master's degree program.
- 6000-6099 Graduate courses applied to a master's degree program.
- 7000-7099 Post-master's courses open to students who hold a valid master's degree.

## **Prerequisite/Co-Requisite**

Some courses listed in this Graduate and Professional Studies Catalog stipulate either a prerequisite or a co-requisite. A prerequisite is a condition or requirement that must be fulfilled prior to enrolling in a course, such as a specific student classification, permission of the instructor, or another course. A co-requisite refers to a condition or a requirement that must be met prior to or concurrent with enrollment in a course.

## **Add/Drop Policy**

***Adding a Class.*** The deadline for students to register for courses is the last day of the second week of the semester or the last day of the first week of a Quad. Exceptions to this deadline will only be considered if students have extenuating circumstances beyond their control and the student completes a change of schedule form, with the approval of the school dean/department chair and the Vice Provost for Academic Administration. The form is then filed with the Office of Records.

***Dropping a Class.*** Students may drop a course through the first 50% of the period of offering; enrollment will be deleted from the student's permanent record. After that, a student with extenuating personal circumstances may request permission of the program director (or the representative director in the case of programs in the School of Education) to withdraw from the course. If approved, a W will appear on the transcript with no impact on the GPA. If the petition is not approved or not submitted, the grade of WF will be assigned or a letter grade in accordance with the grading policy noted in the syllabus as determined by the instructor of record. Students should consider refund and transcript implications when dropping a class.

## **Maximum and Minimum Course Loads**

The maximum course load for a graduate program is twelve (12) units in a semester (MBA Fifth Year has one term with a max course load of fifteen (15) units). Overloads may be carried with the written approval of the Vice Provost for Academic Administration on the recommendation of the school dean/department chair. This must be filed with the Office of Records prior to the applicable registration period. For financial aid purposes, the minimum full-time course load for graduate students is six (6) units per semester. For further information regarding financial aid, students should contact their Student Financial Services representative.

## **Independent Study**

Independent studies at the university level enable students to enrich their academic experience by pursuing topics and research in a closely supervised program with an academic supervisor. In such a study, a qualified student works with

the instructor to develop a plan and syllabus. Graduate students may receive credit for up to six (6) units of independent study to be applied to their degree program. No more than four (4) units may be received from one project or study.

An independent study form and proposal must be submitted with a registration form to the program director, with an approved copy filed with the Office of Records. The independent study must be approved by the instructor, department chair or school dean, and the respective college dean. Independent study fees may apply depending on circumstances.

## Grades and Appeals Process

### Grading System

Traditional letter grades (A, B, C, D, F) including plus and minus grades are used to indicate the level of scholarship earned for each course. Except for the correction of an error, all traditional letter grades are final at the conclusion of the academic term. Once the degree has been posted on the student's official transcript, no change of grade action is allowed for courses leading to the degree. The grade of C is the lowest grade acceptable for graduate credit.

**[H] Audit.** The grade assigned when a course is taken as an audit course. A student wishing only exposure to a course may elect to audit the course. The student registers in the regular manner and pays an audit fee. Regular attendance at all class meetings is the responsibility of the student, but written assignments and examinations are not mandatory. A grade of H is entered only for satisfactory attendance; a grade of F is entered for non-attendance. Courses audited carry no credit toward the grade-point average, graduation requirements, or meeting professional requirements. Audit units count toward the student's course load, except in determining financial aid, and may be repeated.

**[CR] Credit.** The grade utilized for designated courses which are graded on a Credit/No Credit basis. Courses graded Credit are counted toward a student's total number of units but have no grade-point value and no effect on the grade-point average.

**[I] Incomplete.** A grade of Incomplete is given for work which has been completed partially in a satisfactory manner, but which, for valid reasons such as illness or death in the family, is not finished. The grade of I is to be given only on the basis of extraordinary circumstances clearly beyond the student's control. The grade of I is regarded as a deficiency grade and may be removed by the assignment of additional work to make up the deficiency; or, in cases where the incomplete is assigned because of inability to take a final examination, by a special examination. A grade of Incomplete must be made up, if at all, by the end of the next regular semester. Until made up, a grade of I is considered as F in determining the student's grade-point average, and eligibility for financial assistance. *Note: Federal fair use policy requires ending access to Canvas resources after three weeks. Instructors should keep this in mind when establishing incomplete grade resolution requirements and deadlines.*

**[IP] In Progress.** A provisional grade assigned to courses, such as fieldwork courses, that extend longer than a semester due to the nature of the course requirements. The grade of IP carries no grade points and is replaced by the grade earned when the requirements for the course are properly completed. If the work is not completed within one calendar year from the end of the semester date of enrollment, the course registration will be concluded and a grade of No Credit [NC] assigned or a grade based on completed work for computation into the grade-point average.

**[NC] No Credit.** The grade recorded for all non-passing work in those courses graded on a Credit/No Credit basis. The NC grade has no grade-point value and no effect on the grade-point average. In order to complete an NC course to meet degree or credential requirements, including one that was an IP and reverted to NC, a student assigned this grade must register again for the course.

**[W] Withdrawn.** This grade is recorded when a student doing passing work is given permission by the program director to drop a course after the first 50 % of the course (for exceptional circumstances such as personal and family emergency).

***[WF] Withdrawn under failing conditions.*** This grade is recorded when a student does not request permission or whose petition to withdraw from a class is denied after 50% of the class has passed. A grade of WF is considered the same as an F in calculating the grade-point average.

***Grade Points.*** Letter grades are converted to numerical equivalents for computation according to the following scale.

Courses in which grades of H, IP, W, CR, and NC are received are not included in determining the grade-point average.

***Minimum Grades Required.*** Except as indicated below, all students admitted to a post-baccalaureate program must maintain a grade-point average of 3.000 (B) or better as a condition of remaining in the program.

- The minimum acceptable grade-point average for Master of Arts in Christian Ministry students is 2.750.
- The grade-point average is computed on all courses taken since admission to graduate study. Courses accepted as transfer credit are not used in computing the grade-point average.
- Students may repeat courses up to the maximum number of attempts as set within the parameters of each program as stated in the catalog in which they earned a grade lower than a C unless otherwise specified within the parameters of each program as specified in the catalog. Students in the Master of Science in Nursing and Doctorate of Nursing Practice may repeat courses in which they earned a grade lower than a B-.
- If this is done, each grade appears on the transcript, but the lower grade is not used for grade-point calculation. Only the units associated with the higher grade will be calculated into the total units earned toward graduation.
- Students receiving Veterans Benefits may not be eligible for benefits when repeating a course.

## **Course Grade Appeals**

It is the responsibility of the faculty to evaluate student performance and assign grades. The university has established a course grade appeal policy, however, that may be used when a student believes the syllabus was not followed in the grade calculation or if it is thought that grading was done in a capricious and arbitrary manner. The appeal policy does not include student dissatisfaction with a grade based on the faculty member's professional judgment. A Course Grade Appeal Form may be obtained from the Office of Records and must be filed by the last day of the following semester in which the grade was given.

## **Earned Grades Policy**

In addition to completing a course's academic requirements, PLNU's Earned Grades Policy requires that a student's account be substantially paid in full to receive final course grades in a given term. Please review the complete Earned Grades Policy [here](#).

## **Academic Standing**

### **Normal Academic Progress**

The academic progress of all students is reviewed by the Vice Provost for Academic Administration. Those who maintain the minimum required grade-point average are in satisfactory scholastic standing and as such are making progress toward a degree. To remain free of academic probation, students must earn a minimum cumulative grade-point average specified by the program in which they are enrolled. A cumulative GPA of 3.000 is required of all programs with two exceptions: The Master of Arts in Ministry degree requires a cumulative GPA of 2.750 and the Doctorate of Nursing Practice (DNP) degree requires a cumulative 3.200 GPA for graduation.

## **Unsatisfactory Academic Progress**

Point Loma takes seriously a student's inability to make satisfactory progress toward the goal of a degree. The university works with students placed on academic probation to create links between them, faculty advisors, program directors, and other support programs. Policies concerning students on academic probation are administered by the Vice Provost for Academic Administration.

*Note: Students who receive federal, state, or veterans aid must meet certain qualitative and quantitative standards of academic progress. As a result, it may be possible for a student to be on academic probation at the university but be ineligible for federal, state and veterans aid. Additional information on PLNU's financial aid satisfactory progress policy is available in the PLNU Student Financial Services Office.*

## **Academic Warning**

Students whose semester or session GPA is below acceptable standards may receive a letter of Academic Warning. This includes courses without final grades, such as in progress courses or incomplete courses.

## **Academic Probation Alert**

Students whose cumulative GPA meets the minimum standard for good academic standing, but whose session GPA for a regular semester falls below the program minimum, are placed on alert status. While not technically on academic probation, these students are under the strict supervision of the Office of the Vice Provost for Academic Administration and may be required to repeat courses in which they received a low grade.

## **Academic Probation**

Students whose cumulative GPA falls below minimum standards are placed on academic probation. Probationary students who fail to earn the minimal required session GPA for their program the following semester are disqualified from continuing at the university.

## **Continuance on Academic Probation**

Students who are on probation and earn at least the required GPA for their program during the current session, but whose cumulative GPA is below that standard, may be continued on academic probation at the discretion of the Vice Provost for Academic Administration, considering all factors. These students are under the strict supervision of the Office of the Vice Provost for Academic Administration.

## **Academic Disqualification**

Students whose cumulative GPAs fall below the minimum requirements for two consecutive semesters are disqualified. Students who are disqualified from continuation at the university due to performance below minimum GPA standard will receive a letter from the Vice Provost for Academic Administration describing the reason for the disqualification, the student's eligibility or ineligibility to apply for readmission and the route to readmission if eligible.

## **Degree Requirements**

### **Applicable Catalog**

Students in continuous enrollment may elect to graduate under the curricular requirements of either the Catalog for the year in which they enter the university or the Catalog of a subsequent year. Those whose enrollment is not continuous

(i.e. not enrolled for more than one semester) as regular students are subject to the Catalog requirements for the year in which they re-enter the university or that of a subsequent year of enrollment. A student may not combine requirements from two or more catalogs.

## **Department/School Recommendation for a Degree**

Prior to recommending a student for a degree, the department or school evaluates the student's progress based on the department/school's student learning outcomes, grade-point average, and other requirements. The Office of Records reviews documents prior to degree posting to assure that all requirements for graduation have been met. All work taken toward a degree must be completed in full before posting. Degrees are conferred six (6) times per year at the close of each traditional quad. Commencement convocation is two times a year, at the close of the fall and spring semesters. All candidates who completed their work and had their degree posted in the current academic year may participate. A candidate who is deficient in meeting graduation requirements by an amount which could reasonably be earned in the summer sessions following may be permitted to participate in the spring commencement. These students are recognized publicly as summer graduates (indicated in the commencement program). The diploma is available to summer graduates upon satisfactory completion of all work for the degree after the closest degree confirmation date.

## **Time Limit for Completion of a Graduate Degree**

All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## **Certificate Requirements**

Optional certificates are offered in some schools or departments. The requirements governing certificates are as follows:

- A certificate is a skill-based program responsive to employer and/or market need that supplements a student's graduate or adult degree completion studies. Point Loma Nazarene University offers certificates which may be one of three types: academic, professional development or attendance certificates.
- Academic certificates will be between six (6) and eighteen (18) graduate level units. Professional development certificates are based on a ten (10) hours per CEU formula. Attendance certificates are awarded on the basis of full session attendance.
- 50% or more of the units being applied to the certificate must be unique to that certificate.
- Only academic certificates that appear in the student's catalog of record may be earned at the point of graduation.
- Students must earn a 3.000 cumulative grade point average for an academic certificate with no grade lower than C.
- Of the total graduate units in the academic certificate, a minimum of two-thirds must be earned in residence.
- Academic certificate programs will state clearly whether they can be applied to a PLNU degree.
- Neither professional development nor attendance certificates can be converted to academic credit or applied to university programs or degrees.

## **Transfer Credit**

Transfer credit is defined as graduate credit earned at another regionally accredited institution. Students may request transfer courses to be considered for application to a degree program. Any transfer courses to be considered for application to a degree program must be recommended by the school dean/department chair with final approval residing with the Vice Provost for Academic Administration. No more than six (6) transfer units may be applied to a degree, and all coursework must have been completed within the last seven (7) years at a regionally accredited institution and may not have been previously used for completion of a graduate degree program. PLNU will not accept

transfer credit from Career or Technical Schools. Transfer work from Foreign Institutions will not be accepted without proper transcript evaluation from an accredited Foreign Transcript evaluation service. For transfer coursework to be used, it must be presented on an original official transcript directly from the issuing institution.

## **Curricular Exceptions**

Occasionally, an exception to the requirements in this catalog may be appropriate. For consideration of a curricular exception, students must file a Curricular Exceptions Petition (form available online) with their program advisor. The program advisor will make a recommendation to the appropriate school dean or department chair. If approved by the school/department, the petition will be forwarded to the Vice Provost for Academic Administration for final approval. Decisions regarding exceptions are based on the merit of each individual case.

All curricular exceptions combined may not exceed 20% of the total units required for the degree or credential. The rationale for such changes must be substantiated with official academic records that become part of the student's PLNU academic records.

Examples of curricular exceptions include: a course replacement of a required course in the curriculum with a course taken at another institution; a course substitution of one PLNU course substituting for another PLNU course; and/or a course is waived, requiring the student to take an elective to replace the unit requirement for the program.

## **Thesis/Graduate Project**

The purpose of a thesis or graduate project is to give students experience in carrying out the kind of research they may expect to do throughout their professional careers. A thesis/graduate project involves investigation of primary sources. It may involve a re-examination or re-evaluation of primary sources that others have already studied in an effort to confirm or revise the conclusions of others. It may involve a new program of testing and analyzing procedures or methods. It is intended to demonstrate the student's ability to work independently on a problem, to demonstrate wide familiarity with the literature in the field of the program, to demonstrate command of the techniques and principles of research, and to demonstrate ability to form valid generalizations from the data used.

For those graduate programs requiring a thesis or applied project, the school or department has determined the unit credit required for completion of the thesis/applied project. Students will be assigned an advisor to assist and supervise their work. Students are expected to complete this final phase of their graduate study in a timely manner. If, however, the student requires additional time for completion, an extension fee will be charged each semester until the thesis/applied project grade is recorded (see fee schedule).

Students who have not completed the thesis/applied project after registering for all the units of thesis work required for their major course of study will be routinely registered each subsequent semester for "thesis extension" until completion. This action will add a thesis extension fee, generating a bill but no additional units. Automatic registration will continue each semester until the final grade has been posted by the thesis advisor. This process allows the students to remain registered in the university system for library resources, computer system, and other support services.

The registration for the extension is automatic. However, if a student "opts out" of this option prior to completing thesis work, the course will be graded No Credit or F. For a student to opt back into the program to complete the thesis/applied project, the student is required to file a request for readmission and registration for the balance of units for the original required thesis course. In addition, the school/department makes a determination on the merits of the readmission request. If a balance exists in the student's account, the payment of regular tuition and fees will be required prior to readmission.

## **Multiple Master's Degrees**

A graduate student may earn more than one master's degree from Point Loma Nazarene University by meeting all university and academic department/school requirements and fulfilling all graduation requirements for each degree.

When a second degree is pursued in the same academic discipline (e.g., the School of Education or the Fermanian School of Business, etc.), two-thirds of the courses for the second degree must be distinct from the first degree.

Students desiring to pursue two graduate programs concurrently must apply for program eligibility for both programs and be accepted into those programs. In addition, they must meet with the program director of both graduate degree programs in order to plan the joint course of study. Concurrent graduate program students must meet the requirements of both programs, as stated above.

## **Withdrawal and Readmission**

### **Withdrawal from the University**

There are times when a student finds it necessary to withdraw from the university. In order to avoid being administratively withdrawn, courses and incompletes being converted to a failing grade, and financial payments going into default, students are required to notify the Office of Records and complete a Notice of Intent to Withdraw from the university. If withdrawal occurs while a student is registered for classes, students must follow the procedures listed below for withdrawing from a course.

### **Withdrawal from a Course**

Students may drop a course at any time up to the last day allowable to drop a course. If this action leaves the student with no further courses, a withdrawal form (available online) must be filed in a timely manner. Students with extenuating circumstances, such as personal or family emergencies after the last day to drop, may contact the Vice Provost for Academic Administration. If the action is approved, courses are then graded with a W (withdrawal) unless the faculty deems the student's performance to be unsatisfactory at the time of withdrawal, at which point a WF grade would be assigned.

Students who cease attending or never attended a course for which they are registered receive an F in that course if accepted procedures for dropping/withdrawing are not followed.

Financial implications for withdrawals may be found under "Refund Policy."

### **Leave of Absence**

For more information regarding Leaves of Absence, please refer to the 2020-2021 Graduate and Professional Studies Student Handbook.

### **Readmission**

Students who have been admitted to the university, have attended classes, and have subsequently withdrawn formally or taken a leave of absence for more than one semester (or two sequential Quads) but less than one year must contact their program academic advisor or the Office of Student Success to determine next steps for re-entry. Students who have not been enrolled for more than one calendar year from the last date of attendance must submit a new application through the Office of Graduate and Professional Studies Admissions. Students who are successfully readmitted are subject to the program requirements of the catalog under which they re-enter unless a leave of absence has been granted. Also upon return, students are subject to availability of course offerings and course sequencing.

### **Administrative Withdrawal**

Students who have not attended or enrolled in a course for one semester, are not currently completing coursework, have not filed an approved leave of absence with the Office of Records, and have not officially withdrawn, will be placed in

an inactive status. Students who have been inactive for one year will be administratively withdrawn. Such withdrawal may have financial aid implications. Students with this status must submit a new application to the university and to their degree program.

## **Teach-Out Policy**

For more information regarding Teach-Out Policy, please refer to PLNU's Teach-Out Policy and Procedures.

## **Official Catalog**

As the online catalog is considered to be the official document relative to academic program offerings and charges, any print-outs of pages taken from the online version are, by definition, unofficial. Also, PLNU reserves the right to amend this Catalog at any time without prior notice. This Catalog, along with the policies herein, supersedes and control over all previous Catalogs, except as otherwise expressly provided herein regarding graduation requirements.

## **ADC Academic and General Policies**

Academic Accommodations	Earned Grades Policy
Academic Behavior Policy	Education Records (FERPA) and Directory Information
Academic Honesty	Examinations
Academic Standing	Grading System
Add/Drop Policy	Graduation Honors
Applicable Catalog	Independent Study
Application for Graduation	Official Catalog
Certificate Requirements	Online Class Attendance
Class Attendance	Prerequisite/Co-Requisite
Class Schedules	Prior Learning Credit
Course Grade Appeals	State Authorization: Online Courses and Physical Location
Course Load	Teach-Out Policy
Course Numbering System	Transcripts
Course Offerings	Transfer Credit
Credit Hour Policy	Withdrawal and Readmission
Curricular Exceptions	

## **Applicable Catalog**

Students in continuous enrollment may elect to graduate under the curricular requirements of either the Catalog for the year in which they enter the university or the Catalog of a subsequent year. Those whose enrollment is not continuous (i.e. not enrolled for more than one term) as regular students are subject to the Catalog requirements for the year in which they re-enter the university or that of a subsequent year of enrollment. A student may not combine requirements from two or more catalogs.

## **Maximum and Minimum Course Loads**

The maximum course load for an adult degree completion student is 17 units. Overloads may be carried with the written approval of the Dean of the College of Extended Learning on the recommendation of the academic unit leader. This must be filed with the Office of Records prior to the applicable registration period. If a student has failed a PLNU course or is on academic probation the academic unit leader, in consultation with Student Financial Services, can limit the number of units in a given term. For financial aid purposes, a full-time course load for adult degree completion

students is twelve units per semester; a three-quarter course load is nine units; and a half-time course load is six units. For further information regarding financial aid, students should contact their Student Financial Services representative.

## **Transcripts**

A complete and official transcript of coursework is available in the Office of Records. There is a nominal fee for an official transcript. Please contact the Office of Records for more information. By federal law, requests must be accompanied by a written signature. Transcripts may not be released to anyone other than the student except by written authorization. Unofficial transcripts are available from the Office of Records. Forms for ordering both are available on the university website. Current students may print their own unofficial transcripts from the university website. Expedited processing and electronic ordering of transcripts are both available for an additional fee.

## **Course Offerings and Class Schedules**

All course offerings are posted in Workday. The university reserves the right to cancel any class with insufficient enrollment and make necessary changes in its schedule and programs.

## **Course Numbering System**

1000-2099      Lower-division courses open to adult degree completion students  
3000-3099      Upper-division courses open to adult degree completion students

## **Prerequisite/Co-Requisite**

Some courses listed in this catalog stipulate either a prerequisite or a co-requisite. A prerequisite is a condition or requirement that must be fulfilled prior to enrolling in a course, such as a specific student classification, permission of the instructor, or another course. A co-requisite refers to a condition or a requirement that must be met prior to or concurrent with enrollment in a course.

## **Credit Hour Policy**

According to the United States Department of Education with regard to the credit hour definition, one semester unit represents an hour (minimum fifty minutes) of class time per week for at least 15 weeks (Carnegie definition). Two hours of preparation are normal for each hour of class.

Face-to-face instructional hours are equivalent to the following:

1 credit hour = 750 minutes instructional time  
2 credit hours = 1500 minutes  
3 credit hours = 2250 minutes  
4 credit hours = 3000 minutes

Web-Facilitated courses use web based technology to facilitate what is essentially a face-to-face course. These offerings can be up to 25% online/web based work.

Hybrid or Blended courses use online and face-to-face delivery. A substantial proportion of the content (between 26% and 79%) is delivered online, and it typically uses online discussion and has a reduced number of face-to-face meetings.

Online courses have the majority of content online and typically do not have face-to-face meetings.

Academic unit leadership will monitor the unit of credit policy through the course syllabus, schedule, and faculty governance policies and procedures.

## **State Authorization: Online Course Enrollment and Physical Location**

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct educational activities regulated by that state. In certain states and U.S. Territories outside California, Point Loma Nazarene University is not authorized to enroll online students. Students not residing in California are required to update their physical locations, and must also report whether they plan to travel or move during an online course. The definition of physical location and the policy on monitoring physical location are noted below.

### ***Definition of Physical Location***

The physical location of each student enrolled at the University is defined as physical location, not state of residency. Physical locations are reported and monitored during the Admissions process, Registration process, and online course enrollment.

### ***Policy on Monitoring Physical Location***

Students must disclose their physical locations to the Office of Records prior to program and online course enrollment, and disclose any changes in their physical locations to PLNU during enrollment.

## **Add/Drop Policy**

*Adding a Class.* The deadline for students to register for courses is prior to the first day of class. Exceptions to this deadline will only be considered if students have extenuating circumstances beyond their control with the approval of the school dean/department chair and the Dean of the College of Extended Learning. Documentation is then filed with the Office of Records.

*Dropping a Class.* Students may drop a course through the first 50% of the period of offering; enrollment will be deleted from the student's permanent record. After that, a student with extenuating personal circumstances may request permission of the program director to withdraw from the course. If approved, a W will appear on the transcript with no impact on the GPA. If the petition is not approved or not submitted, the grade of WF will be assigned or a letter grade in accordance with the grading policy noted in the syllabus as determined by the instructor of record. Students should consider refund and transcript implications when dropping a class.

## **Academic Honesty**

The Point Loma Nazarene University community holds the highest standards of honesty and integrity in all aspects of university life. Any violation of the university's commitment is a serious affront to the very nature of Point Loma's mission and purpose.

Violations of academic honesty include cheating, plagiarism, falsification, identity fraud, aiding academic dishonesty, and malicious interference.

*Cheating* is the use of unauthorized assistance that results in an unfair advantage over other students. It includes but is not limited to: bringing and/or using unauthorized notes, technology or other study aids during an examination; looking at other students' work during an exam or in an assignment where collaboration is not allowed; attempting to communicate with other students in order to get help during an exam or in an assignment where collaboration is not allowed; obtaining an examination prior to its administration; allowing another person to do one's work and submitting it as one's own; submitting work done in one class for credit in another without the instructor's permission.

*Plagiarism* is the use of an idea, phrase, or other materials from a source without proper acknowledgment of that source. It includes but is not limited to: the use of an idea, phrase, or other materials from a source without proper acknowledgment of that specific source in a work for which the student claims authorship; the misrepresentation and/or

use of sources used in a work for which the student claims authorship; the use of papers purchased online as all or part of an assignment for which the student claims authorship; submitting written work, such as laboratory reports, computer programs, or papers, which have been copied from the work of other students, with or without their knowledge and consent.

*Falsification* is the alteration of information or forging of signatures on academic forms or documents. It includes but is not limited to: using improper methods of collecting or generating data and presenting them as legitimate; altering graded work and submitting it for re-grading; falsifying information on official academic documents such as drop/add forms, incomplete forms, petitions, recommendations, letters of permission, transcripts or any other university document; misrepresenting oneself or one's status in the university.

*Academic identity fraud* is the act of allowing a person to impersonate the registered student, by doing the academic work and by submitting it as if it were the work of the registered person. This encompasses both face to face and online environments. It includes, but is not limited to: having another person complete a course assignment, take an examination, respond to discussion board questions, or complete any kind of academic exercise on behalf of the registered student. In such cases, it may be considered collusion to commit fraud on the part of both parties.

*Aiding academic dishonesty* is assisting another person in violating the standards of academic honesty. It includes but is not limited to: allowing other students to look at one's own work during an exam or in an assignment where collaboration is not allowed; providing information, material, or assistance to another person knowing that it may be used in violation of academic honesty policies; providing false information in connection with any academic honesty inquiry.

*Malicious intent* is misuse of academic resources or interference with the legitimate academic work of other students. It includes but is not limited to: removing books, journals, or pages of these from the library without formal checkout; hiding library materials; refusing to return reserve readings to the library; damaging or destroying the projects, lab, or studio work or other academic product of fellow students.

A student remains responsible for the academic honesty of work submitted in PLNU courses and the consequences of academic dishonesty beyond receipt of the final grade in the class and beyond the awarding of the diploma. Ignorance of these catalog policies will not be considered a valid excuse or defense. Students may not withdraw from a course as a response to a consequence.

### ***Response Procedure for First Offense***

The following response procedure must be used by faculty or administrators who discover a violation of academic honesty in current or previous courses.

1. *Fact-Finding*: The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications*: The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The program director or dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty. If so, the faculty member, program director, and dean should follow the process outlined below under *Repeat Offense(s)*. Otherwise, continue to follow the below response procedure.
3. *Notice of Decision to Student*: Once the violation is discovered, the instructor will send a written communication to the student regarding the incident and the consequences. Instructors can give students an "F" on a specific assignment or an "F" in the course as a consequence of a violation of academic honesty. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog. The communication should also inform the student that (i) a repeated violation of academic honesty may result in probation, suspension, administrative withdrawal or expulsion from the university, and/or (ii) depending on the gravity of the offense, a first violation of academic honesty may also result in probation, suspension, administrative withdrawal or expulsion from the university, in the discretion of the Vice Provost for Academic Administration (see No. 5 below). In cases of academic identity

fraud, the violation(s) could be interpreted as a criminal offense and could result in administrative withdrawal from Point Loma Nazarene University.

4. *Notice to PLNU Administration:* The instructor must send in writing a report of the incident to the program director, school or college dean, and the Vice Provost for Academic Administration. The report should include a description of the violation, the action taken, and evidence of the violation. The official record of the incident and any appeals is maintained by the Office of the Vice Provost of Academic Administration.
5. *Further Action:* Upon receiving notice from the instructor of a violation of academic honesty, the Vice Provost for Academic Administration may, in his/her discretion, based on the gravity of the offense and its surrounding circumstances, determine to impose additional consequences on the student, including without limitation probation, suspension, administrative withdrawal or expulsion from the university. If the Vice Provost for Academic Administration takes such further action, he/she shall notify the student in writing within 48 hours (during standard, non-holiday, business/school days) of receiving the instructor's decision.

#### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *School or College Dean:* The student should present an appeal of the penalty in writing within 48 hours (counting non-holiday, business/school days) upon receiving the instructor's decision or the Vice Provost for Academic Administration's decision, whichever is later, including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration who will send the appeal to any two school or college deans. The deans will review the appeal and send a written ruling to the student, instructor, and Vice Provost for Academic Administration. The appeal decision reached by the deans is final.

#### ***Response Procedure for Repeated Offense(s)***

The following response procedure must be used by faculty or administrators who discover a repeated offense of a violation of academic honesty in current or previous courses.

1. *Fact-Finding:* The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications:* The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty.
3. *Initial Notice to Student:* If a prior offense of academic dishonesty has been noted, the school or college dean must notify the student in writing that such prior offense(s) will be discussed and evaluated by the dean when considering the consequence that should be imposed with respect to the current offense.
4. *Evaluation:* The program director and school or college dean must consult with the instructor about the current incident of academic dishonesty and the instructor's recommendations regarding the consequences for the current violation. The program director or dean may also, in his/her discretion consult with the Vice Provost of Academic Administration or others in order to evaluate the current incident and any prior offenses of academic dishonesty committed by the student for purposes of determining the appropriate consequences to impose for the current offense. Depending upon the seriousness of the incident or pattern of incidents of academic honesty violations and the circumstances surrounding the current and prior offenses of academic dishonesty, such consequences may include, without limitation, probation, suspension administrative withdrawal or expulsion from the university.
5. *Notice of Decision to Student:* The dean will communicate his/her decision and the consequences in writing to the student. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog.

#### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of a repeated offense(s) of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *Neutral Dean:* The student should submit to the Vice Provost for Academic Administration a written appeal of the dean's decision including all document and evidence supporting the appeal within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision. The Vice Provost for Academic Administration will select a neutral academic dean to review the appeal. This dean will send a written notice of the decision on the appeal to the student, instructor, original dean, and Vice Provost for Academic Administration.
2. *Administrative Committee:* If the student isn't satisfied with the dean's decision from Step 1 above, the student may submit a further written appeal including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision on the appeal. The Vice Provost for Academic Administration will distribute the appeal to an administrative committee comprising two uninvolved deans, a member of the Graduate and Extended Studies Committee appointed by the Provost, and the Vice Provost for Academic Administration or designee. The appeal decision reached by this committee is final.

## **Class Attendance**

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. Therefore, regular attendance and participation in each course are minimal requirements. Absences are counted from the first official meeting of the class regardless of the date of the student's enrollment. If more than 20 percent of the classes are reported as missed, the faculty member may initiate the student's de-enrollment from the course without advance notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" or "NC." There are no refunds for courses where a de-enrollment was processed. For the 2020-2021 academic year, if absences exceed twenty (20) percent of the total number of class meetings but are due to university excused health issues, an exception will be granted.

A student who registers late must therefore be exceptionally careful about regular attendance during the remainder of the course. Registered students who neither attend the first class session nor inform the instructor of record of their desire to remain in the class may, at the request of the instructor, be removed from the class roster.

Exceptions to the foregoing attendance regulations due to extenuating circumstances beyond the student's control may be granted only by appeal to the Dean of the College of Extended Learning. Students should consult the syllabus of each course for specific applications of and elaborations on the above attendance policy.

## **Online Class Attendance**

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

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

## Academic Behavior Policy

Both faculty and students at Point Loma Nazarene University have the right to expect a safe and ordered environment for learning. Any student behavior that is disruptive or threatening is a serious affront to Point Loma Nazarene University as a learning community. Students who fail to adhere to appropriate academic behavioral standards may be subject to discipline. Although faculty members communicate general student expectations in their syllabi and disruptive student conduct is already addressed in the Undergraduate Student Handbook, the purpose of this policy is to clarify what constitutes disruptive behavior in the academic setting and what actions faculty and relevant administrative offices may take in response to such disruptive student behavior.

"Disruption," as applied to the academic setting, means classroom, instructor or classmate-related student behavior that a reasonable faculty member would view as interfering with or deviating from normal classroom, class-related, or other faculty-student activity (advising, co-curricular involvement, etc.). Faculty members are encouraged to communicate positive behavior expectations at the first class session and to include them in course syllabi. Examples of disruptive classroom or class-related behavior include, but are not limited to:

- persistent speaking without being recognized or interrupting the instructor or other speakers;
- overt inattentiveness (sleeping or reading the newspaper in class);
- inordinate or inappropriate demands for instructor or classroom time or attention;
- unauthorized use of cell phone or computer;
- behavior that distracts the class from the subject matter or discussion;
- unwanted contact with a classmate in person, via social media or other means;
- inappropriate public displays of affection;
- refusal to comply with reasonable instructor direction; and/or
- invasion of personal space, physical threats, harassing behavior or personal insults.

The above types of behavior are prohibited in the classroom, course-related off-campus activities and class-related interactions between students and faculty members or academic administrators. Incidents which involve both academic and non-academic behavior may result in responses coordinated by the Vice Provost for Academic Administration (VPAA) and the Vice President for Student Development or the Dean of Students.

Civil and polite expression of disagreement with the course instructor, during times when the instructor permits discussion, is not in itself disruptive behavior and is not prohibited.

All students, including students with disabilities, are required to comply with this Academic Behavior Policy and related policies in their respective Student Handbooks, Catalogs and/or faculty syllabi. Students with disabilities, however, may be entitled to receive academic adjustments, modifications or auxiliary aids and services as described below under the "Academic Accommodations" section.

### ***Response Procedure***

The following response procedure is recommended to faculty who witness or experience disruptive behavior, either in the classroom or in contact with an enrolled student outside the classroom. Depending on its severity, disruptive behavior could result in any of the following responses:

1. Verbal and/or written request to stop behavior and warning of potential consequences.
2. Exclusion from the current class period/activity.
3. E-mailed report to Vice Provost for Academic Administration and/or Vice President for Student Development which, may further result in:
  - Filing of report and no further action.
  - Student meeting with VPAA, the Dean of Students and/or the Vice President for Student Development to develop and sign classroom behavior and growth plan detailing appropriate behaviors and consequences for failure to comply.

4. Depending on the frequency and severity of the student behavior, consequences may also include without limitation permanent exclusion from a specific class, suspension, expulsion or administrative withdrawal from the university.

If events occur in classes or off-campus activities after university business hours, faculty should call Department of Public Safety and ask to speak to the highest ranking officer who will notify administrative personnel.

## **Academic Accommodations**

Pursuant to Section 504 of the Rehabilitation Act and other applicable laws, PLNU prohibits discrimination and harassment against a qualified individual with a disability. While all students are expected to meet the minimum standards for completion of each course as established by the instructor, students with disabilities may request academic adjustments, modifications or auxiliary aids/services. The PLNU Disability Resource Center (DRC), located in the Bond Academic Center (DRC@pointloma.edu or 619-849-2533), is the point of contact for disability issues for all PLNU undergraduate and graduate students, including students enrolled at the Mission Valley Campus and College of Extended Learning students enrolled in PLNU courses at Community College satellite campuses.

Current and prospective students seeking an accommodation must follow the reasonable accommodation procedures described in the Disability and Reasonable Accommodations Policy for Current and Prospective Students. After the student files the required documentation, the DRC, in conjunction with the student, will develop an academic adjustment or accommodation plan (AP) to meet that student's specific learning needs. The DRC, in conjunction with the student, will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP will be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

## **Examinations**

Examinations may be deferred due only to illness or other equally valid conditions over which the student has no control. Approval for deferral must occur before the scheduled examination. Faculty and/or the department or school has the authority to grant examination deferral.

## **Grading System**

Traditional letter grades (A, B, C, D, F) including plus and minus grades are used to indicate the level of scholarship earned for each course. Except for the correction of an error, all traditional letter grades are final at the conclusion of the academic term. Once the degree has been posted on the student's official transcript, no change of grade action is allowed for courses leading to the degree. The grade of 'C' is the lowest grade acceptable for credit.

*[CR] Credit.* The grade utilized for designated courses which are graded on a Credit/No Credit basis. Courses graded Credit are counted toward a student's total number of units but have no grade-point value and no effect on the grade-point average.

*[I] Incomplete.* A grade of Incomplete is given for work which has been completed partially in a satisfactory manner, but which, for valid reasons such as illness or death in the family, is not finished. The grade of I is to be given only on the basis of extraordinary circumstances clearly beyond the student's control. The grade of I is regarded as a deficiency grade and may be removed by the assignment of additional work to make up the deficiency; or, in cases where the incomplete is assigned because of inability to take a final examination, by a special examination. A grade of Incomplete must be made up within two weeks of the end of the course. If the work is not completed, the grade earned will be entered according to completed work for computation into the grade-point average. Until made up, a grade of I is

considered as F in determining the student's grade-point average, and eligibility for financial assistance. *Note: Federal fair use policy requires ending access to Canvas resources after three weeks. Instructors should keep this in mind when establishing incomplete grade resolution requirements and deadlines.*

*[IP] In Progress.* A provisional grade assigned to courses, such as fieldwork courses, that extend longer than a term due to the nature of the course requirements. The grade of IP carries no grade points and is replaced by the grade earned when the requirements for the course are properly completed. If the work is not completed within one calendar year from the end of the term date of enrollment, the course registration will be concluded and a grade of No Credit [NC] assigned or a grade based on completed work for computation into the grade-point average.

*[NC] No Credit.* The grade recorded for all non-passing work in those courses graded on a Credit/No Credit basis. The NC grade has no grade-point value and no effect on the grade-point average. In order to complete an NC course to meet degree or credential requirements, including one that was an IP and reverted to NC, a student assigned this grade must register again for the course.

*[W] Withdrawn.* This grade is recorded when a student doing passing work is given permission by the program director to drop a course after the first 50 % of the course (for exceptional circumstances such as personal and family emergency).

*[WF] Withdrawn under failing conditions.* This grade is recorded when a student does not request permission or whose petition to withdraw from a class is denied after 50% of the class has passed. A grade of WF is considered the same as an F in calculating the grade-point average.

*Grade Points.* Letter grades are converted to numerical equivalents for computation according to the following scale.

Courses in which grades of IP, W, CR, and NC are received are not included in determining the grade-point average.

*Minimum Grades Required.* All students admitted to an adult degree completion program must maintain a program (major course of study) grade-point average of 2.000 (C) or better and a cumulative grade-point average of 2.000 (C) or better as a condition of remaining in the program.

Students are required to earn at least a "C" in all program courses to graduate. Students may repeat courses in which they earned a grade lower than a C. If this is done, each grade appears on the transcript, but the lower grade is not used for grade-point calculation. Only the units associated with the higher grade will be calculated into the total units earned toward graduation. Students receiving Veterans Benefits may not be eligible for benefits when repeating a course.

## **Course Grade Appeals**

It is the responsibility of the faculty to evaluate student performance and assign grades. The university has established a course grade appeal policy, however, that may be used when a student believes the syllabus was not followed in the grade calculation or if it is thought that grading was done in a capricious and arbitrary manner. The appeal policy does not include student dissatisfaction with a grade based on the faculty member's professional judgment. A Course Grade Appeal Form may be obtained from the Office of Records and must be filed by the last day of the following term in which the grade was given.

## **Earned Grades Policy**

In addition to completing a course's academic requirements, PLNU's Earned Grades Policy requires that a student's account be substantially paid in full to receive final course grades in a given term. Please review the complete Earned Grades Policy [here](#).

## **Certificate Requirements**

Optional certificates are offered in some schools or departments. The requirements governing certificates are as follows:

- A certificate is a skill based program responsive to employer and/or market need that supplements a student's graduate or degree completion studies. Point Loma Nazarene University offers certificates which may be one of three types: academic, professional development or attendance certificates.
- Academic certificates will be between six (6) and eighteen (18) graduate level units. Professional development certificates are based on a ten (10) hours per CEU formula. Attendance certificates are awarded on the basis of full session attendance.
- 50% or more of the units being applied to the certificate must be unique to that certificate.
- Only academic certificates that appear in the student's catalog of record may be earned at the point of graduation.
- Students must earn a 3.000 cumulative grade point average for an academic certificate with no grade lower than C.
- Of the total graduate units in the academic certificate, a minimum of two-thirds must be earned in residence.
- Academic certificate programs will state clearly whether they can be applied to a PLNU degree.
- Neither professional development nor attendance certificates can be converted to academic credit or applied to university programs or degrees.

## Independent Study

Independent studies at the university level enable students to enrich their academic experience by pursuing topics and research in a closely supervised program with an academic supervisor. In such a study, a qualified student works with the instructor to develop a plan and syllabus. Adult degree completion students may receive credit for up to six units of independent study to be applied to their degree program. No more than four units may be received from one project or study.

An independent study form and proposal must be submitted with a registration form to the program director, with an approved copy filed with the Office of Records. The independent study must be approved by the instructor, academic unit leader, and the respective dean. Independent study fees may apply depending on circumstances.

## Prior Learning Credit

In addition to the program units earned through the adult degree completion program, additional semester units must be earned to meet the degree completion requirements of 120 total semester units. A maximum of 24 units can be evaluated for credit through the following non-traditional methods:

- Testing (CLEP\*, Dantes\*)
- Prior Learning for university academic credit as evaluated by the American Council on Education (ACE) or the Council on Adult and Experiential Learning (CAEL) or the Military Experience credit

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

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. The student is responsible for any costs accrued for completing the evaluation.

\*CLEP and Dantes scores must be presented on original official documents from the issuing entity and are subject to the time limitations that each may place on score availability. (CLEP keeps scores for 20 years, after which time, testing would need to be re-done.)

## **Transfer Credit**

Transfer credit is defined as undergraduate credit earned at other accredited institutions. Students in adult degree completion programs must transfer in a minimum of forty (40) units. At least 36 units must be taken in residence (Thirty (30) units for RN to BSN Advanced Standing students). PLNU will not accept transfer credit from Career or Technical Schools without a thorough evaluation process. Transfer credit from Foreign Institutions will not be accepted without proper transcript evaluation from an accredited Foreign Transcript evaluation service. For transfer coursework to be considered, it must be presented on an original official transcript directly from the issuing institution.

## **Academic Standing**

### **Normal Academic Progress**

The academic progress of all students is reviewed by the Dean of the College of Extended Learning. Those who maintain the minimum required grade-point average are in satisfactory scholastic standing and as such are making progress toward a degree. To remain free of academic probation, students must earn a minimum cumulative grade-point average specified by the program in which they are enrolled. The Adult Degree Completion program requires a GPA of 2.000 for the major course of study, with a minimum grade of C grade counting toward the completion of a program requirement. Consistent with undergraduate degree policy, a cumulative GPA of 2.000 is required for graduation.

### **Unsatisfactory Academic Progress**

Point Loma takes seriously a student's inability to make satisfactory progress toward the goal of a degree. The university works with students placed on academic probation to create links between them, advisors, program directors, and other support staff. Policies concerning students on academic probation are administered by the Dean of the College of Extended Learning.

*Note: Students who receive federal, state, or veterans aid must meet certain qualitative and quantitative standards of academic progress. As a result, it may be possible for a student to be on academic probation at the university but be ineligible for federal, state and veterans aid. Additional information on PLNU's financial aid satisfactory progress policy is available in the PLNU Student Financial Services Office.*

### **Academic Warning**

Students whose semester or session GPA is below acceptable standards may receive a letter of Academic Warning. This includes courses without final grades, such as in progress courses or incomplete courses.

### **Academic Probation Alert**

Students whose cumulative GPA meets the minimum standard for academic good standing, but whose session GPA for a regular semester falls below the program minimum, are placed on alert status. While not technically on academic probation, these students are under the strict supervision of the Office of the Dean of the College of Extended Learning and may be required to repeat courses in which they received a low grade.

### **Academic Probation**

Students whose cumulative GPA falls below minimum standards are placed on academic probation. Probationary students who fail to earn the minimal required session GPA for their program the following semester are disqualified from continuing at the university.

### **Continuance on Academic Probation**

Students who are on probation and earn at least the required GPA for their program during the current session, but whose cumulative GPA is below that standard, may be continued on academic probation at the discretion of the Vice Provost for Graduate and Professional Services, considering all factors. These students are under the strict supervision of the Office of the Vice Provost for Graduate and Professional Services.

### **Academic Disqualification**

Students whose cumulative GPAs fall below the minimum requirements for two consecutive semesters are disqualified. Students who are disqualified from continuation at the university due to performance below minimum GPA standard will receive a letter from the Dean of the College of Extended Learning describing the reason for the disqualification, the student's eligibility or ineligibility to apply for readmission and the route to readmission if eligible.

### **Withdrawal and Readmission**

#### **Withdrawal from the University**

There are times when a student finds it necessary to withdraw from the university. In order to avoid being administratively withdrawn, courses and incompletes being converted to a failing grade, and financial payments going into default, students are required to notify the Office of Records and complete a Notice of Intent to Withdraw from the university. If withdrawal occurs while a course is still in progress, students must also follow the procedures listed below for withdrawing from a course.

#### **Withdrawal from a Course**

Students may drop a course at any time up to the last day allowable to drop a course. If this action leaves the student with no further courses, a withdrawal form (available online) must be filed in a timely manner. Students with extenuating circumstances, such as personal or family emergencies after the last day to drop, may contact the Center for Student Success to begin the process for withdrawal. If the action is approved, courses are then graded with a W (withdrawal) unless the faculty deems the student's performance to be unsatisfactory at the time of withdrawal, at which point a WF grade would be assigned.

Students who cease attending or never attended a course for which they are registered receive an F in that course if the above procedures for dropping/withdrawing are not followed.

Financial implications for withdrawals may be found under "Refund Policy."

#### **Leaves of Absence**

For more information regarding Leaves of Absence, please refer to the 2020-2021 Graduate and Professional Studies Student Handbook.

#### **Readmission**

Students who have been admitted to the university, have attended classes, and have subsequently withdrawn formally or failed to register for more than one semester (or two sequential Quads) but less than one year must contact their program academic advisor or the Office of Student Success to determine next steps for re-entry. Students who have not been enrolled for one calendar year from the last date of attendance must submit a new application through the Office of Graduate and Professional Studies Admissions. Students who are successfully readmitted are subject to the program requirements of the catalog under which they re-enter unless a leave of absence has been granted. Also upon return, students are subject to availability of course offerings and course sequencing.

### **Administrative Withdrawal**

Students who have not attended or enrolled in a course for one semester, are not currently completing coursework and have not officially withdrawn, will be placed in an inactive status. Students who have been inactive for one year will be administratively withdrawn. Such withdrawal may have financial aid implications. Students with this status must submit a new application to the university and to their degree program.

### **Curricular Exceptions**

Occasionally, an exception to the requirements in this catalog may be appropriate. The program director will make a recommendation to the appropriate dean. Decisions regarding exceptions are based on the merit of each individual case.

All curricular exceptions combined may not exceed 20% of the total units required for the degree or credential. The rationale for such changes must be substantiated with official academic records that become part of the student's PLNU academic records in the Office of Records.

A curricular exception is a course substitution of one PLNU course substituting for another PLNU course.

### **Application for Graduation**

A student who intends to graduate must complete an Application for Degree Candidacy obtained from their Student Services Counselor. The form must be filed with the Office of Records no less than 60 days prior to the anticipated degree posting date. All work taken toward a degree must be completed in full with passing grades recorded prior to the anticipated degree posting date. Degrees are conferred three (3) times per year at the close of each academic term. If all program requirements for the semester of application are not completed, the student must reapply for graduation. Degrees are posted in the semester of final registration and/or completion of final requirements.

Commencement convocation is held two times a year, at the close of the fall and spring terms. All candidates who completed their work and had their degree posted in the current academic year may participate. A candidate who is deficient in meeting graduation requirements by nine (9) units may be permitted to participate in the following commencement. The diploma is available to graduates approximately 10 weeks after satisfactory completion of all work for the degree after the closest degree confirmation date.

All candidates must complete all program courses to participate in Commencement unless all of the following are met:

- There are no more than nine (9) non-program units lacking to complete the required units for the degree; and
- There is an approved plan to complete the remaining units in the immediately following term

### **Graduation Honors**

Graduation with Latin Honors. The university recognizes academic excellence with the following honors designation based exclusively on the residential grade-point average (GPA earned in residence at PLNU):

- *Summa cum Laude (highest honors), 3.900 and above*

- *Magna cum Laude (high honors), 3.700 to 3.899*
- *Cum Laude (honors), 3.500 to 3.699*

Final honors are designated on diplomas. To be considered for honors a student must have a minimum cumulative grade-point average of 3.500, including all transfer work. The specific level of honors noted above is only based on PLNU residential units.

The university announces unofficial honors during the commencement ceremony using these calculations and based on units earned by the conclusion of the previous term. Official honors are posted with the degree.

## **Education Records (FERPA) and Directory Information**

The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended affords students certain rights with respect to their education records. These include: 1) the right to inspect and review the student's education records within 45 days of the day the university receives a request for access, 2) the right to request the amendment of the student's education records that the student believes are inaccurate or misleading, 3) the right to consent to disclosures of personally identifiable information contained in the student's education records, and 4) the right to file a complaint with the U.S. Department of Education concerning alleged failures by Point Loma to comply with the requirements of FERPA.

FERPA has specifically identified certain information called directory information that may be disclosed without student consent. Although directory information may be disclosed without student consent, PLNU is not required to release directory information.

The university has defined directory information as name, address (including electronic mail), telephone number, date and place of birth, major field of study, dates of attendance, enrollment status, degrees, honors and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, degree candidacy, and the most recent previous educational agency or institution attended. This information may be provided, upon review by the Vice Provost for Academic Administration, as public information or to individuals who demonstrate a valid need to contact students.

Periodically, PLNU conducts formal and informal photo and video shoots (around the campus and at off-campus events and activities) for use in university publications, social media, promotional videos/commercials, and the PLNU Web site. Students who require that no identifiable image be used by the university must notify Marketing and Creative Services in writing prior to the second Monday of each semester. Students should email their request to [photo-optout@pointloma.edu](mailto:photo-optout@pointloma.edu) and include their full name and student ID number. In addition, PLNU may submit information about students' participation in school activities to media outlets. Students who require that their names be excluded from such stories must notify Marketing and Creative Services in writing prior to the second Monday of each semester.

The university may disclose education records to college officials with legitimate educational interests. A college official is a person employed by the university; a member of the Board of Trustees; or an individual serving on a committee, such as disciplinary or grievance committees. A college official has a legitimate educational interest if the information aids the official in fulfilling professional functions. PLNU also includes among college officials a student appointed to an official committee or assisting another official in performing tasks and outside service providers who perform an institutional service of function such as attorneys, auditors, and the National Student Clearinghouse. The university may also disclose education records to post-secondary institutions in which a student is seeking or intending to enroll, or is already attending if the disclosure is for purposes related to the student's enrollment or transfer.

Questions relative to FERPA policies should be referred to the Office of the Vice Provost for Academic Administration.

## **Teach-Out Policy**

For more information regarding Teach-Out Policy, please refer to PLNU's Teach-Out Policy and Procedures.

# Official Catalog

As the online catalog is considered to be the official document relative to academic program offerings and charges, any print-outs of pages taken from the online version are, by definition, unofficial. Also, PLNU reserves the right to amend this Catalog at any time without prior notice. This Catalog, along with the policies herein, supersedes and control over all previous Catalogs, except as otherwise expressly provided herein regarding graduation requirements.

## Degree Program Information

### Doctor

### Nursing, Doctor of Nursing Practice

#### Program Learning Outcomes

*Candidates who complete the Doctor of Nursing Practice program will be able to:*

- *Inquire Faithfully:* The graduate will demonstrate knowledge, skill and behavior of the evidence based practice of nursing which integrates growth in reasoning, analysis, decision-making, and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and the nursing process.
- *Care Faithfully:* The graduate will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.
- *Communicate Faithfully:* The graduate will actively engage in the dynamic interactive process that is intrapersonal and interpersonal with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication conveys information, thoughts, actions and feelings through the use of verbal and nonverbal skills.
- *Follow Faithfully:* Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work". The graduate will integrate the ordinary work by complying with and adhering to regulatory and professional standards (e.g. ANA Code of Ethics, the California Board of Registered Nursing Scope of Nursing Practice, SON Handbook). This includes taking responsibility, being accountable for all actions and treating others with dignity.
- *Lead Faithfully:* The graduate will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g. illness, injustice, poverty). The graduate will role-model the need for "Sabbath Rest" as a means of personal renewal, and true care of self, so that service to others is optimally achieved. The graduate will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, discernment.

#### Program Eligibility for Doctor of Nursing Practice

Admission to the program is based on an overall appraisal of the applicant's ability to undertake doctoral study and their contributions to the discipline of nursing as evidenced by the following:

- Documentation of active RN license,
- Official transcripts,
- Minimum grade point average of 3.200 (MSN),
- Curriculum Vitae or Resume,

- Current employment in nursing or at least 1 year of full time nursing practice in the last 5 years,
- Three (3) professional letters of recommendation,
- A typed statement identifying a change of practice issue related to professional goals,
- Example of scholarly work (e.g. work related presentation or project, paper from prior educational endeavors, professional presentation: published document, power point or poster), and
- A completed application form and fee.

### ***English Language Requirements***

A satisfactory command of the English language is required for admission to the Graduate School of Nursing. All applicants whose native language is not English, must meet this requirement-including international applicants, permanent residents, immigrants, and transfer students who are not citizens of the United States on the date of admission. A Test of English as a Foreign Language (TOEFL) is the measure of competency. The test must have been taken within the past two years with minimum scores of:

- 550 for the paper-based test, and
- 80 for the internet-based test with a minimum section requirement score of 20 in reading, listening, speaking, and writing. Only the following countries are exempt from proof of English proficiency: Australia, Canada, Ireland, United Kingdom, and New Zealand.

### ***Other Provisions***

To satisfy the requirement of the university's clinical agencies, upon acceptance into the program students are required to provide copies of the following documentation:

- Current licensure as a registered nurse;
- Current Healthcare Provider CPR certificate from the American Heart Association;
- Completed School of Nursing Health Form Packet with officially documented proof of immunizations;
- Current TB screening upon admission into the program (2 step process);
- Current HIPAA certificate;
- Infection Control Module; and
- Background check and drug screening (failure to pass this may result in an inability to complete the program).

Per agreement with the San Diego Nursing Service Education consortium and affiliated hospitals, a background check and drug screening is required prior to the student's first clinical experience. If a red flag occurs from either the background check or drug screening, this may result in immediate dismissal from the program.

## **Academic Performance**

### **Satisfactory Academic Performance**

Satisfactory academic performance is defined as meeting all of the following:

- letter grade of "B-" (81%) or higher in all required theory and elective courses.
- grade of "Credit" in all clinical residency courses.
- minimum GPA of 3.000 on a 4.000 scale in all required courses.

### **Repeatability and Academic Status Progression**

***Satisfactory completion of all courses is required in the DNP program of study.***

Students must repeat any course in which they fail to receive a minimum grade of "B-" or "Credit." If a course must be repeated, the following requirements will apply:

- A required theory or elective DNP course may be repeated only once.
- No more than two total required theory or elective DNP courses may be repeated.
- ***Student may not continue with any academic or clinical coursework*** until notified by the Program Director of their status in the School of Nursing.

Students should refer to the Graduate and Professional Studies Handbook for academic status progression policy (e.g., probation and dismissal).

## Academic Honesty

***In matters related to integrity***, such as those listed below, students may be placed on ***probation*** by the SON graduate faculty or be recommended to the Vice Provost for Academic Administration for ***dismissal*** from the program:

- inappropriate clinical judgment (e.g. SON policy violation, HIPAA violations);
- violation of Academic Honesty;
- other situations that compromise the PLNU University Student Conduct policy (refer to the Graduate and Professional Studies Student Handbook) or the School of Nursing Values and policies (refer to the School of Nursing Graduate Student Handbook), such as the ANA Code of Ethics CA Nurse Practice Act.

## Graduation Requirements

In order to earn and receive the Doctor of Nursing Practice degree, in addition to successful completion of all didactic course work, the student must satisfy all of the following:

- Complete a total of 1,000 hours of clinical residency (documented clinical hours achieved in an DNP advance practice role will be included);
- Implement and defend a DNP Project-examples of this include: Quality Improvement project at the unit or organization level;
- A minimum grade point average of 3.000;
- A minimum grade of B- in all courses; (Students needing to repeat more than one course may not progress and may be dismissed from the program)
- Deliver a professional presentation of DNP Project in a community forum;
- Submission of a manuscript for publication in a peer-reviewed journal; and
- All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Required Courses

- GNSG 7001A - Introduction to Statistics and Data Analysis (1)
- GNSG 7001B - Applied Statistics and Data Analysis (2)
- GNSG 7003 - Healthcare Policy Leadership (2)
- GNSG 7005 - Informatics (2)
- GNSG 7007 - Project Management (2)
- GNSG 7008 - Healthcare Leadership Perspectives (2)
- GNSG 7020 - Translating Research into Practice (3)
- GNSG 7022 - Evidence Based Practice Methods (3)
- GNSG 7030 - Writing Strategies for the Doctor of Nursing Practice (1)
- GNSG 7040 - Writing for Publication in Doctoral Education (1)

- GNSG 7041 - Special Topics (1-3)  
*One course option per year for a total of 4 units for the program.*
- GNSG 7058-7069L - DNP Clinical Residency (12) *taken in one-unit increments*
- GNSG 7080 - Context of Practice, Populations and Outcomes Management (2)
- GNSG 7090 (A,B,C,D) - Doctor of Nursing Practice Project (6)

DNP total units: 40-42

## Nurse Faculty Loan Program (NFLP)

Student recipients of Nurse Faculty Loan Program (NFLP) funds must additionally complete one of the following Graduate Education courses:

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6030 - Assessment and Design of Hybrid and On-Line Learning (3)
- GED 6037 - Development and Implementation of Hybrid and On-line Learning (3)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GEL 6005 - Organizational and Systems Leadership (3)

## Masters

### Education, Master of Arts

#### Program Description

The Master of Arts degree in Education is an advanced academic degree that builds upon an appropriate undergraduate foundation. A total of 36 semester units are required to complete this program. The curriculum for each of the specializations in this degree links theory to practice for teachers, counselors, principals, and those in educational roles outside of the K-12 setting.

#### Program Learning Outcomes

*Candidates who complete the Master of Arts in Education program will be able to:*

##### *Equip*

- Promote the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.

##### *Transform*

- Promote the success of all students by modeling a personal code of ethics and developing professional leadership capacity.

##### *Empower*

- Promote the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.

## Program Eligibility for the Master of Arts in Education

- Proof of completion of the California Basic Educational Skills Test (CBEST) or equivalent accredited by the California Commission on Teacher Credentialing (CTC). Candidates seeking a Master's degree which does not include an approved CTC credential are not required to take the CBEST or equivalent exam;
- A cumulative undergraduate grade point average of 3.000 is required to be admitted in the M.A. in Education program. Candidates with a cumulative grade point average less than 3.000 may apply for "Admission under Exception" which is reviewed by the program director and dean;
- A writing sample that indicates graduate-level ability; and
- An interview with the appropriate program director or Admissions chair at a branch campus.

*Applicants who do not meet the above standards but can demonstrate that they have an exceptionally rich experiential background and/or have demonstrated dramatic change in academic performance may petition the School of Education to review their status.*

## Graduation Requirements

In order to earn and receive a Master of Arts in Education degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Records Office, Point Loma campus);
2. Satisfactory completion of the prescribed course of study with a cumulative grade point average of 3.000 or higher;
3. Completion of the approved graduate program consisting of a minimum of 36 units;
4. A recommendation from the program coordinator and director of the branch campus;
5. All accounts paid in full; and
6. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

*Up to six units of post-baccalaureate coursework aligned with the course of study below, and unused for a previous master's degree, may be transferred from other institutions toward this degree. Candidates desiring to transfer coursework must petition this through their advisor during the first semester of enrollment.*

## Transfer of Credits

*Up to six units of approved post-baccalaureate coursework aligned with the course of study below, and unused for a previous Master's degree, may be transferred from other institutions toward this degree. Candidates desiring to transfer coursework must petition this through their advisor during the first semester of enrollment.*

The Master of Arts in Education degrees are considered advanced degrees beyond preliminary teacher credential coursework, signified by GED course numbers. Prior coursework taken toward a preliminary teaching credential cannot be used as credit toward a PLNU Master of Arts in Education degree, concentration in Counseling and Guidance or Educational Administration. However, graduate credit earned toward a Clear Teaching credential may be approved for credit toward all of the concentrations in the Master of Arts in Education degree. PLNU credential candidates may utilize up to 12 units of post-baccalaureate credential coursework. Graduate credits purchased through PLNU for completion of a district-sponsored Induction Program may be applied toward the Master of Arts in Education, concentrations in Educational Administration and Leadership in Learning.

## Concentrations

The Master of Arts in Education offers three concentrations: (1) Counseling and Guidance; (2) Educational Leadership; or (3) Teaching and Learning.

- Counseling and Guidance
- Educational Administration
- Leadership In Learning

## Counseling and Guidance

The purpose of the concentration in Counseling and Guidance is to prepare counselors for service to students in a changing world. Candidates have three options:

1. Candidates desiring to serve as school counselors in California's public schools complete the Pupil Personnel Services (PPS) credential that requires forty-eight (48) semester units listed below, or
2. Candidates can complete the Master of Arts degree with the required thirty-six (36) units, or
3. Candidates can complete the Master of Arts degree with a specialization in College Counseling and Student Development

*The admissions requirements for the above options are identical and students can complete a change of degree/program form to move from one option to the other.*

### Program Learning Outcomes for the Master of Arts in Education - Counseling and Guidance

The program learning outcomes for the Master of Arts in Counseling and Guidance are built on and related to the School of Education outcomes symbolized in three themes: equip, transform, and empower. The Counseling and Guidance concentration implements these major themes in the curriculum.

#### ***Equip***

- Maintain competencies in knowledge, skills of the school counseling profession, and attitudes that demonstrate the ability to ethically implement, maintain, and advocate for a results-based counseling program.

#### ***Transform***

- Promote the comprehensive counseling program through modeling of servant leadership that focuses on positive outcomes for diverse school communities in the belief that all students can learn and succeed.

#### ***Empower***

- Engage in on-going professional self-evaluation and personal self-reflection using the dispositions.
- Assess student needs routinely and use technology to conduct, analyze, and evaluate research data and communicate results to all school stakeholders.

### Master's Degree Only

- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6062 - Counseling Theory and Techniques (3)
- GED 6063 - Individual and Group Counseling and Ethical Standards (3)
- GED 6064 - Counseling for Academic Achievement and Career Development (3)
- GED 6067 - Comprehensive Counseling and Guidance Programs: Coordination and Collaboration (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GED 6089 - Master's Research and Design (3)

- GED 6089P1 - Culminating Research Project Support (.5)
  - GED 6089P2 - Culminating Research Project Support (.5)
- Nine (9) Electives to be selected from:*
- GED 6001 - Foundations of Leadership and Educational Issues (3)
  - GED 6065 - Safe Schools and Violence Prevention (3)
  - GED 6075 - Family Systems (3)
  - GED 6077 - Teaching Strategies for Special Populations (3)

Master's Total: 37 Units

#### Master's and PPS Credential

- GED 6001 - Foundations of Leadership and Educational Issues (3)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6062 - Counseling Theory and Techniques (3)
- GED 6063 - Individual and Group Counseling and Ethical Standards (3)
- GED 6064 - Counseling for Academic Achievement and Career Development (3)
- GED 6065 - Safe Schools and Violence Prevention (3)
- GED 6067 - Comprehensive Counseling and Guidance Programs: Coordination and Collaboration (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6072 - Philosophy in Education (3)
- GED 6075 - Family Systems (3)
- GED 6077 - Teaching Strategies for Special Populations (3)
- GED 6081 - Educational Measurement and Evaluation (3)

*Nine (9) units of Research, Field Studies & Practicum in Counseling and Guidance are required. This is divided into several segments. The initial hours must be completed and a grade entered prior to registering for additional segments.*

- GED 6087P - School Counseling Practica (1)
- GED 6087F1 - School Counseling Fieldwork (2)
- GED 6087F2 - School Counseling Fieldwork (2)
- GED 6087F3 - School Counseling Fieldwork (2)
- GED 6087S1 - School Counseling Seminar (1)
- GED 6087S2 - School Counseling Seminar (1)

*Four (4) units Culminating Project*

- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

Total: 49 Units

#### Intern Candidates

Candidates who have an intern contract with a school district must have completed these 9 units of PPS coursework (GED 6062, GED 6063, and GED 6064) and register for the following course each quad the candidate is serving as an intern:

- GED 6048 - PPS Intern Support Seminar (1)

## Master's and College Counseling and Student Development

- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6062 - Counseling Theory and Techniques (3)
- GED 6063 - Individual and Group Counseling and Ethical Standards (3)
- GED 6064 - Counseling for Academic Achievement and Career Development (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6072 - Philosophy in Education (3)
- GED 6074 - Emergent Adult Development Theory (3)
- GED 6076 - Higher Education Leadership in Student Development (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GED 6090 - Contemporary Issues in Higher Education (2)

*Two (2) units total of fieldwork required for a total of 200 hours.*

- GED 6071S - Seminar in College Counseling and Student Development (1)
- GED 6071 (A,B) - Research, Field Studies and Practicum in College Counseling and Student Development 1, 1 (**Total of 2 units**)

*Four (4) units of culminating research*

- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

Total Units: 36

## Educational Administration

The purpose of the concentration in Educational Administration is to prepare school leaders to meet the challenges of improving student learning and school success in a diverse and rapidly changing society. Successful candidates will be eligible for a Preliminary Administrative Services Credential upon successful completion of all requirements.

### Program Learning Outcomes for the Master of Arts in Education - Educational Administration

The program learning outcomes for the Master of Arts in Education specializing in Educational Administration are built upon the School of Education themes equip, transform, and empower and the California Professional Standards for Educational Leaders (CPSELs).

#### ***Equip***

- Engages in ongoing scholarly, professional, personal, and spiritual growth.
- Gains knowledge and skills in critical thinking, analysis, and synthesis.
- Works collaboratively and communicates effectively as a servant leader.

#### ***Transform***

- Embraces the positive power of diversity through development as advocates for equity and access.
- Applies faith-based influence and beliefs within educational organizations.

#### ***Empower***

- Engages in reflective educational practices that emulate Christian discipleship within an educational community focused on service and responsibility.

- Serves as research-based transformational leader within educational organizations.

#### Required Courses for the Master of Arts in Education - Educational Administration with Preliminary Services Credential

*The following 24 units are required for the Preliminary Services Credential and the Master of Arts in Education degree:*

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GEL 6003F - Fieldwork and Practicum for Instructional Leadership (CalAPA Cycle 3) (1)
- GEL 6004 - Equitable and Socially Just School Communities (3)
- GEL 6004F - Fieldwork and Practicum for Equitable and Socially Just Communities (1)
- GEL 6005 - Organizational and Systems Leadership (3)
- GEL 6005F - Fieldwork and Practicum for Organizational and Systems Leadership (1)
- GEL 6006 - School Improvement Leadership (APA Cycle 1) (3)
- GEL 6006F - Fieldwork and Practicum for School Improvement Leadership (CalAPA Cycle 1) (1)
- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)
- GEL 6007F - Fieldwork and Practicum for Professional Learning and Growth Leadership (CalAPA Cycle 2) (1)
- GEL 6008 - Ethical and Visionary Leadership (3)
- GEL 6008F - Fieldwork and Practicum for Ethical and Visionary Leadership (1)

Credential Total: 24 Units

#### Intern Candidates

Candidates who have an intern contract with a school district must have completed 6 units of administrative coursework and register for the following course each quad the candidate is serving as an intern:

- GEL 6048 - Administrative Intern Support Seminar (1)

#### The California Administrator Performance Assessments (APA)

The School of Education implements the APA as one of several measures to assess candidate proficiency and the preliminary administrative credential program effectiveness. The CCTC requires that all preliminary administrative credential candidates pass the Administrator Performance Assessment before applying for a preliminary administrative credential.

#### ***Information about the APAs***

The APA process is an integrated part of the fieldwork experience throughout the program. All candidates are required to follow the calendar and deadlines of the APA process and must receive acceptable scores on all three (3) APAs in order to be recommended for their preliminary administrative credentials.

The Assessment Fee includes all assessment services, except a second attempt of the Cycles.

#### Required Courses to complete the Master of Arts in Education - Educational Administration

- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)

- GED 6089P2 - Culminating Research Project Support (.5)

## Electives

Electives may be chosen from the following areas of study directly related to the role of an educational administrator:

- Special needs populations
- Cross cultural and language diversity
- Technological applications in education
- Advanced educational psychology
- Management

Master's Total: 36 Units

## Leadership In Learning

The Master of Arts in Education with a concentration in Leadership In Learning strategically refines the ability of educators to deeply understand and apply "best practices" and the latest research on effective teaching to significantly improve student learning in diverse settings. This program substantially builds on the foundation of initial teacher preparation and the California Standards for the Teaching Profession (CSTP). This program also supports those candidates seeking advanced levels of teaching and learning practice for working with families, churches, businesses, or community entities.

Candidates serving in private schools or charter schools, or others who are not part of a beginning teacher induction program in a school district, may earn a California Commission for Teacher Credentialing (CTC) approved 2042 Multiple or Single Subject Clear Credential as part of the Master of Arts program.

Other options for fulfilling the program elective requirements offer an in-depth emphasis/authorization to be chosen from a variety of areas including:

- Reading and Literacy Added Authorization
- Diverse and Cross Cultural Environments for Leaders
- Instructional Leadership
- Instructional Design with Technology
- Leading Instructional Design for Professionals
- Clear Teaching Credential

\*Up to twelve (12) units of approved post-baccalaureate coursework from PLNU may be applied to this degree.

## Program Learning Outcomes for the Master of Arts in Education - Leadership In Learning

The program learning outcomes for the Master of Arts in Education with a concentration in Leadership In Learning are built on and related to the School of Education outcomes that are symbolized in three themes: equip, transform, and empower. This concentration implements these major themes in its curriculum.

### *Equip*

- Engage in lifelong learning in an information-based, interactive society and explore the major classical and modern philosophies as they relate to contemporary educational theories and practices.
- Develop and internalize the essential knowledge, skills, and dispositions to conduct research that transform their teaching and significantly impact learning in educational settings.
- Communicate a cohesive personal educational philosophy, an educational mission, core values, and vision of teaching and learning as a servant leader.

### ***Transform***

- Demonstrate evidence of an applied understanding of the five propositions of the National Board for Professional Teaching Standards, including a commitment to students and learning and distinguishing cultural and familial differences from one another in order to inform their practice.
- Reflect on learning throughout the program and develop a professional development and research plan to continually extend and refine a philosophical, technological, and research application and orientation to teaching and learning.

### ***Empower***

- Work within a professional educational learning community reflecting and contributing to instructional improvement within diverse educational communities.
- Extend and refine the understanding of current challenges and trends in education, developing a response plan aligned with personal philosophy in addressing these situations.

### **Core Courses**

The following eighteen (18) semester units are required of all Leadership In Learning options:

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6068 - Advanced Practice for English Learners (3)
- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

### **Emphases and Certification Options**

Each of the emphases below may be taken as a stand-alone certificate or added to the Master of Arts degree core content to fulfill a thirty-six (36) unit Masters of Arts degree with a concentration in Leadership In Learning. Degree candidates are required to choose an area.

#### **In-Depth Options for Leadership and Learning**

Candidates choose one of the following in-depth options to complete the degree.

#### **Clear Teaching Credential (for Current Preliminary Multiple Subject and Single Subject Teachers) (12 Units)**

This twelve (12) unit credential is available for teachers who hold a valid Preliminary California Teaching Credential working in Public, Private or Charter Schools or those teaching in a public school without access to an approved Induction program to clear their credential.

The Clear Credential requires six (6) one-unit courses of Reflective Coaching to be taken AFTER completion of the preliminary credential and beginning in the first year of employment. Reflective Coaching can be completed in two (2) years. An additional six (6) units of elective coursework is determined by the candidate, their assigned coach, and the Program director based on the goals of the Individual Learning Plan (ILP) in order to complete the twelve (12) unit program.

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 (3) *Offered in one (1) unit increments in concurrent semesters*

- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 (3) *Offered in one (1) unit increments in concurrent semesters*
- GED 6068 - Advanced Practice for English Learners (3)
- GED 6077 - Teaching Strategies for Special Populations (3)

#### Diverse and Cross Cultural Environments for Leaders (15 units)

This fifteen (15) unit certificate prepares the candidate to lead academic, social, and organizational venues to be knowledgeable and responsive to the social, emotional, and academic needs of children, families, and community members from a variety of cultures and socio-economic backgrounds. This includes military families, foster families, and those impacted by homelessness. Graduates of this concentration will understand how cognitive, social, and emotional development intersects with community and cultural contexts.

- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)
  - GED 6028 - Using Technology to Enhance Teaching and Learning (2)
  - GED 6028P - Instructional Technology Project (1)
  - GED 6068 - Advanced Practice for English Learners (3)
  - GED 6075 - Family Systems (3)
  - GEL 6004 - Equitable and Socially Just School Communities (3)
- OR*
- GED 6041 - Cultural Competence in a Pluralistic Society (3)

#### Instructional Design with Technology (12 units)

Utilizing technology for global learning opportunities, this twelve (12) unit certificate gives professionals grounding in the pedagogy of online and hybrid teaching and learning, beyond teaching or training resources currently in use. Using best practices in instructional design and technology, graduates will gain the confidence and up-to-date knowledge necessary to design, implement, and teach effective online courses. Intended for candidates with a teaching background.

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6030 - Assessment and Design of Hybrid and On-Line Learning (3)
- GED 6037 - Development and Implementation of Hybrid and On-line Learning (3)

#### Instructional Leadership (15 units)

The fifteen (15) unit Instructional Leadership certificate prepares current teachers with the practical skills to serve as instructional mentor, coach, department chair, clinical practice supervisor, and professional developer. With a mix of student-centered learning and adult learning theory, the holder of the Teacher Leadership certificate employs effective instructional leadership and is prepared to serve the entire school community.

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GEL 6008 - Ethical and Visionary Leadership (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6077 - Teaching Strategies for Special Populations (3)
- GED 6083 - New Teacher Induction and Reflective Coaching (1-6)

#### Leading Instructional Design for Professionals (15 units)

This fifteen (15) unit certificate prepares the professional to design and lead professional development in the workplace. Candidates will understand adult learning theory, effective instructional design, and leadership for organizational success in both face-to-face and online venues. Designed for professionals new to the teaching and learning environment and leadership role.

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6070 - Applied Psychology of Learning (3)
- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)  
*OR*
- GED 6005 - Performance Improvement with Design Thinking (3)

#### Reading and Literacy Added Authorization (8 units)

This added authorization is a nine (9) unit program for credentialed teachers who want specialized certification to teach reading in the PreK-12 setting. The program follows an explicit philosophy and purpose based on current, confirmed, replicable, and reliable research in literacy as referenced in the California Preschool Learning Foundations and Frameworks (Volume 1) and the California Reading/Language Arts Framework.

Upon successful completion of all coursework, candidates may apply to the California Commission on Teacher Credentialing (CTC) for the Reading and Literacy Added Authorization. Candidates must have completed three (3) years of successful K-12 teaching at the time of submission to CTC for this added authorization.

- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6096 - Advanced Research-Based Literacy Instruction for all Students (3)
- GED 6097 - Advanced Literacy Assessment, Instruction and Intervention for all Students (3)

#### Approved Coursework

In addition to the above courses, elective courses may be added to fulfill the thirty-six (36) unit requirement for completion of the Master's degree requirements. Candidates seeking to transfer credit must make this request during the first semester of enrollment.

Candidates with their preliminary credential coursework from an accredited university may request to apply up to six (6) units of approved coursework. Candidates with the preliminary credential coursework *from PLNU* may apply up to twelve (12) units of approved coursework to the Master of Arts in Education if it has not been previously used toward another degree.

Master's Total: 36 Units

## General Biology, Master of Science

### Program Description

The master's degree in general biology is an academic degree designed for working professionals. This program requires completion of either an original thesis *or* six (6) additional elective units *and* a comprehensive exam.

The thesis option is appropriate for those who wish to design and carry out an original research project in teaching and learning in biology. The comprehensive exam option is appropriate for those who wish to take more biology coursework to supplement their background knowledge.

## Program Learning Outcomes

*Candidates who complete the Master of Science in General Biology program will be able to:*

- Discuss major concepts and theories in biology;
- Carry out and communicate various experimental methods and types of data analysis;
- Demonstrate knowledge and skills in critical thinking, such as analysis and synthesis, as applied to primary literature in the field of biology, as well as in science education; and
- Distinguish between science and faith, and recognize the potential compatibility of the two domains.

## Program Eligibility for the Master of Science in General Biology Program

- A completed application for admission to the biology program;
- Official transcripts from regionally accredited institutions, one of which must indicate the completion of a baccalaureate degree;
- Successful completion of an undergraduate upper-division grade-point average of at least 2.7500;
  - Two recommendation letters from any of the following:
    - a principal
    - department head
    - former college/university professor
    - other professional colleague
- A writing sample on assigned topics which indicates graduate-level ability;
- Test score on either the GRE subject test in biology or the biology Major Field Test; and
- An interview with the appropriate graduate director or coordinator.

## Graduation Requirements

In order to earn and receive a Master of Science in General Biology degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, Point Loma campus);
2. Completion of the approved graduate program of 34 units, including the thesis or comprehensive exam;
3. A cumulative grade-point average of 3.000 or higher. A student may earn a maximum of two "C" grades in the program;
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
5. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Core Courses:

- BIO 6011 - Learning in Science (3)
- BIO 6033 - History/Philosophy of Science (3)
- BIO 6043 - Research Design in Science Education (3)
- BIO 6082 - Research Proposal and Pilot Study (1)

Total: 10 Units

## Electives: Group A

Choose twelve (12) units from the following:

- BIO 6060 - Microbiology and Immunology (3)
- BIO 6061 - Ecology of Plants and Animals (3)
- BIO 6062 - Genetics and Molecular Biology (3)
- BIO 6063 - Cell Biology (3)
- BIO 6064 - Developmental Biology (3)
- BIO 6065 - Physiology of Plants and Animals (3)
- BIO 6067 - Marine Biology (3)
- BIO 6068 - Evolutionary Biology (3)

Total: 12 Units

## Electives: Group B

Choose twelve (12) units from the following:

- *Choose the thesis option and 6 units*
- BIO 6083 (A,B,C,D,E,F) - Thesis (1-6)  
*OR the comprehensive exam and 12 units*
- BIO 6084 - Comprehensive Examination in General Biology (0)
  
- BIO 6001 - Graduate Internship in Biology (1-6)
- BIO 6021 - Readings in Biology (1)
- BIO 6060 - Microbiology and Immunology (3)
- BIO 6061 - Ecology of Plants and Animals (3)
- BIO 6062 - Genetics and Molecular Biology (3)
- BIO 6063 - Cell Biology (3)
- BIO 6064 - Developmental Biology (3)
- BIO 6065 - Physiology of Plants and Animals (3)
- BIO 6067 - Marine Biology (3)
- BIO 6068 - Evolutionary Biology (3)
- BIO 6090 - Special Studies in Biology (1-3)
- BIO 6092 - Perspectives on Science (1)
- BIO 6123 - Leadership in Science (3)
- BIO 6163 - Methods of Teaching Secondary Science (3)
- *Other approved Biology courses*
- *Up to 6 units of approved education or business coursework*

Total: 12 Units

Program Total: 34 Units

Note(s):

Students will develop an academic plan within the first semester of enrollment to determine the appropriate electives based on bachelor's degree coursework, teaching experience, and professional goals.

# Maestría de Artes en Ministerio Cristiano

## Declaración de la Misión

Los programas de posgrado existen principalmente como una respuesta a la necesidad de educación teológica superior para el ministerio en la región educativa del suroeste de la iglesia del Nazareno, a la cual sirve la Universidad Nazarena de Point Loma.

Este programa existe en el contexto de una comunidad educativa comprometida a vivir en pacto con Cristo y dentro del marco cristiano de artes liberales. Esto provee la fuerza de una rica diversidad de varias tradiciones cristianas, de reflexión crítica y de una relación interdisciplinaria de estudiantes y líderes.

Por lo tanto, los líderes en el programa ven como su tarea:

- La preparación de clérigos y líderes laicos para servir en congregaciones cristianas y en instituciones relacionadas;
- La preparación de eruditos para la educación superior en el ámbito público, en la iglesia y en la academia; y
- Ampliar la visión de la teología práctica y misión cristiana en la vida pública, respondiendo a los cada vez más complejos problemas teológicos, éticos y socio-políticos que se enfrentan a los mundos del presente y del futuro.

## Descripción del Programa

El programa de Maestría de Artes en Ministerio Cristiano está diseñado para servir y dar cabida a los estudiantes que viven lejos (a menudo debido a asignaciones ministeriales). Se ofrecen cursos intensivos de ocho semanas en línea intercalando clases presenciales cuatro sábados por curso.

Los estudiantes deben comprometerse a completar discusiones en línea, asignaciones de lectura y trabajos escritos. El plan de estudios tiene un fuerte énfasis en rigor académico (preparación para la posible continuación de estudios de posgrado) y en el Ministerio práctico. Este programa se ofrece tanto en inglés como en español.

El programa está diseñado alrededor de cuatro énfasis centrales que se destacan en los cursos básicos:

- Formación Cristiana
- Escrituras Cristianas
- Iglesia en misión
- Tradición Cristiana

Antes de la terminación de las treinta y seis (36) unidades requeridas para la Maestría de Artes en Ministerio Cristiano, los estudiantes tendrán la opción de solicitar a la oficina de registro de PLNU que el título no sea conferido, permitiendo así que el número máximo de unidades pueda ser utilizado para la terminación del grado de Maestría en Divinidades, como se indica en el acuerdo de asociación entre PLNU y el Seminario Teológico Nazareno.

## Declaración de la Visión

El propósito de esta titulación es proporcionar un programa de competencias académicas y profesionales del ministerio basado en las disciplinas teológicas clásicas y comprometidas con la vida contemporánea, que resulte en habilidades de liderazgo en la formación del carácter en las comunidades cristianas. El resultado deseado es la integración de la teología y el ministerio que culmine en graduados que sean "pensadores prácticos y practicantes pensantes." El programa se basa en requisitos básicos universitarios y experiencia profesional, y provee una educación con miras a la formación continua permanente.

## Objetivos de Aprendizaje del Programa

*Los estudiantes que completen exitosamente la Maestría de Artes en Ministerio Cristiano de PLNU será capaces de:*

- Incorporar formación cristiana en la congregación local y en la vida personal;
- Interpretar las Escrituras especialmente en relación con la predicación y la enseñanza en la iglesia local;
- Explicar la naturaleza, la misión y el contexto social de la iglesia, especialmente en lo que se refiere a prácticas eclesíásticas y el liderazgo del pastor en la congregación local; y
- Analizar la teología, ética e historia de la iglesia, especialmente en relación con la tradición Wesleyana en el ministerio contemporáneo.

## Elegibilidad para el programa de Maestría de Artes en Ministerio Cristiano

- Poseer un título de bachillerato de una institución acreditada o su equivalente;
- Completar la solicitud para la admisión al programa;
- Transcripciones o expedientes oficiales indicando grado académico aprobado;
- Entrevista con el director del programa de Maestría de Artes en Ministerio Cristiano; y
- Una muestra de trabajo escrito, que incluya una declaración de compromiso con valores cristianos y con la excelencia académica.

## Requisitos Previos

- Haber completado un grado académico aceptable de una institución acreditada, además de un año de ministerio cristiano de tiempo completo en un entorno eclesíástico.
- Los estudiantes deben leer cuidadosamente el Reglamento general de admisión a un programa de postgrado en Point Loma Nazarene University y los requisitos básicos para obtener títulos de posgrado que aparecen en este Catálogo.

## Requisitos de Graduación

Para obtener y recibir una Maestría en Artes en el Ministerio Cristiano, el estudiante debe cumplir con todo lo siguiente:

1. Completar la solicitud para candidatura de grado (en línea o en la oficina de registro del campus principal);
2. Completar una solicitud de graduación completa con aprobaciones apropiadas;
3. Haber completado satisfactoriamente todos los requisitos de los cursos base (12 unidades) y un mínimo de 24 unidades en PLNU;
4. Finalizar un mínimo de 36 unidades (incluyendo cursos básicos);
5. Tener un promedio de 2.750 o superior; y
6. Pago completo de todas las matrículas, tarifas, y otras obligaciones financieras adeudadas a la universidad, incluyendo la tarifa de graduación.

Todos los requisitos para posgrados deben completarse dentro de un período de ocho años a partir de la fecha de inscripción en el programa.

## Cursos Requeridos

Los cursos requeridos para la Maestría de Artes en Ministerio Cristiano son los siguientes:

- BIB 6035S - Estudio de las Sagradas Escrituras (3)
- BIB 6037S - Interpretando las Sagradas Escrituras (3)

- CHU 6052S - Tradición Cristiana (3)
- CMI 6012S - Formación Cristiana (3)
- CMI 6022S - Predicando y Enseñando las Sagradas Escrituras (3)
- CMI 6046S - La Iglesia en Misión (3)
- CMI 6062S - Liderazgo y Ministerio (3)
- CMI 6076S - La Misión Cristiana en Contextos Locales (3)
- CMI 6077S - Discipulado y Formación Congregacional (3)
- CMI 6078S - Consejería y Cuidado Pastoral (3)
- PHL 6011S - Ética Cristiana (3)
- THE 6072S - Teología Wesleyana y Ministerio Contemporáneo (3)

Total: 36 unidades

### Créditos Transferibles

Los estudiantes pueden transferir hasta seis (6) unidades aprobadas así:

1. Transferencia de cursos tomados en el Seminario Teológico Nazareno\*;
2. Transferencia de cursos de un programa de posgrado acreditado;
3. Referencia cruzada de cursos tomados en la Escuela de Teología y Ministerio Cristiano; o
4. Registro en CMI 6090S.

\*Los estudiantes que transfieran unidades del Seminario Teológico Nazareno podrán hacerlo hasta el límite aprobado por el Comité de Estudios de Posgrado y especificado en el convenio entre PLNU y NTS.

## Master of Arts in Christian Ministry

### Mission Statement

Graduate programs exist primarily as a response to the need for post-graduate theological education for ministry in the Southwest Educational Region of the Church of the Nazarene served by Point Loma Nazarene University. This graduate program exists in a community of learning and living in covenant to Christ, embodied in a Christian liberal arts context. This offers the strength of rich diversity of various Christian traditions and of critical reflection in the inter-disciplinary relationship of learners and leaders. Therefore, those providing leadership in the program see their task as:

- Preparing both clergy and lay leaders for serving in Christian congregations and related institutions;
- Preparing scholars for higher education in the public realm, the church, and the academy; and
- Enlarging the vision of practical theology and Christian mission as a public enterprise, responding to the increasingly complex theological, ethical, and socio-political issues facing the worlds of the present and the future.

### Program Description

The Master of Arts in Christian Ministry program is designed to educate and accommodate students who live at a distance (often in ministry assignments). Courses are offered in one week intensives or during weekends. Students are expected to engage in completing online discussions, reading assignments, and writing term papers as part of the hybrid classes. The curriculum has a strong emphasis on both academic rigor (preparation for possible continuation of graduate studies) and practical ministry. This program is offered in English and Spanish.

The degree is designed around four central emphases which are highlighted in the core courses:

- Christian Formation
- Christian Scripture
- Church in Mission
- Christian Tradition

Prior to completion of the thirty-six (36) required units for the PLNU Master of Arts in Christian Ministry degree, students will have the option to request of the Office of Records that the PLNU degree not be posted, allowing the maximum number of units to be utilized toward the completion of the Master of Divinity degree as outlined in the partnership agreement between PLNU and Nazarene Theological Seminary.

## Vision Statement

The purpose of this degree is to provide a program in academic and professional ministry competencies rooted in the classic theological disciplines and engaged with contemporary life, resulting in leadership skills in the formation of character in Christian communities. The desired outcome is the integration of theology and ministry culminating in graduates who are “practical thinkers and thinking practitioners.” The program builds on basic prerequisites in undergraduate work and professional experience, providing education intended to lead to lifelong learning.

## Program Learning Outcomes

*Students who successfully complete PLNU's Master of Arts in Christian Ministry program will be able to:*

- Incorporate Christian formation in the local congregation and the life of the candidate;
- Interpret scripture especially as related to preaching and teaching in the local church;
- Explain the nature, mission, and social context of the Church, especially as related to ecclesial practices and leadership of the pastor in the local congregation; and
- Analyze theology, ethics, and Church history, especially as related to the Wesleyan tradition in contemporary ministry.

## Program Eligibility for the Master of Arts in Christian Ministry

- Completion of a baccalaureate degree from an accredited institution or the equivalent;
- A completed application for admission to the program;
- Official transcripts indicating an approved undergraduate degree;
- An interview with the director of the Master of Arts in Christian Ministry program; and
- A writing sample which includes a statement of commitment to Christian values and to excellence in scholarship.

## Prerequisites

- Completion of an acceptable undergraduate degree from an accredited institution plus the completion of one year of full-time Christian ministry in a local church setting.
- Students should read carefully the general regulations concerning admission to a graduate program at Point Loma Nazarene University and the basic requirements for graduate degrees that appear in this Graduate Catalog.

## Graduation Requirements

In order to earn and receive a Master of Arts in Christian Ministry, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, main campus);
2. A completed graduation application with appropriate approvals;
3. Successful completion of all core course requirements (12 units) and a minimum of 24 units total units completed at PLNU;
4. Completion of a minimum of 36 units (including core courses);
5. Cumulative grade-point average of 2.750 or higher; and
6. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Required Courses

The following courses are required for the Master of Arts in Christian Ministry degree.

- BIB 6035 - Christian Scripture (3)
- BIB 6037 - Interpreting Christian Scripture (3)
- CHU 6052 - Christian Tradition (3)
- CMI 6012 - Christian Formation (3)
- CMI 6022 - Preaching and Teaching the Scripture (3)
- CMI 6046 - Church in Mission (3)
- CMI 6062 - Leadership and Ministry (3)
- CMI 6076 - Christian Mission in Local Contexts (3)
- CMI 6077 - Congregational Discipleship and Formation (3)
- CMI 6078 - Pastoral Care and Counseling (3)
- PHL 6011 - Christian Ethics (3)
- THE 6072 - Wesleyan Theology and Contemporary Ministry (3)

Total: 36 Units

## Transfer Credit

Students can transfer up to six (6) approved units from the following:

1. transfer of coursework from Nazarene Theological Seminary\*;
2. transfer of approved graduate-level course work;
3. cross-referenced graduate-level course work in the School of Theology and Christian Ministry; or
4. registration in CMI 6090 Special Studies.

\*Students transferring units from Nazarene Theological Seminary may do so up to the limit approved by the Graduate and Extended Studies Committee and specified in the partnership agreement between PLNU and NTS.

## Master of Arts in Clinical Counseling

The Master of Arts in Clinical Counseling (MACC) program can be completed in two years of continuous enrollment. Classes are designed as collaborative learning experiences where students and instructors are engaged in asynchronous dialog throughout the week. Students learn in community as they participate in a cohort experience that not only provides for a great learning environment, but also develops a network of friends who share common goals.

Students in the MACC program will decide, by the end of their first year, whether to pursue clinical hours to become either a Licensed Professional Clinical Counselor (LPCC) or a Licensed Marriage and Family Therapist (LMFT). During the second year of the program, students enroll in supervised practicum as clinical counseling trainees. Our practicum students are required to serve the community of San Diego by providing no/low-cost counseling at our on-site training clinic in Mission Valley before being placed in off-site practicum locations.

Upon graduation the student applies to the Board of Behavioral Sciences to become a registered intern and then continues to accrue the necessary hours of clinical experience in order to sit for the state licensing examination to become either an LPCC or an LMFT.

## Program Learning Outcomes for Clinical Counseling

The core curriculum of the Master of Arts in Clinical Counseling program is to develop students with these key outcomes:

1. Students will articulate a clear, accurate understanding of their professional identity as either an LMFT or LPCC, or both.
2. Students will demonstrate knowledge of the fundamental domains in their selected area of specialization, in professional clinical counseling (i.e., foundations; counseling prevention, and intervention, diversity & advocacy; assessment; research & evaluation; and diagnosis) or marriage and family therapy (i.e., human development, family dynamics, systemic thinking, interactional theories, traditional and contemporary marriage and family theories, research and cultural context).
3. Students will demonstrate ability to apply relevant research and evaluation models in practice of clinical counseling.
4. Students will demonstrate skills and practices of clinical counseling in the delivery of mental health services (e.g., assessment, diagnosis, treatment, termination, documentation, & ethical practice).
5. Students will deliver mental health services with multicultural competence and sensitivity.
6. Students will demonstrate ability to integrate faith with clinical counseling practice in clinically appropriate, culturally sensitive, and ethical manner.

## Admission Requirements

Point Loma Nazarene University assesses the Master of Arts in Clinical Counseling applicants on the basis of evidence submitted via application documentation. Applications will be processed upon receipt of all required materials. To be admitted into the Clinical Counseling program, an applicant must meet these requirements:

1. Submit a completed Point Loma Nazarene University online application form.
2. Have earned a bachelor's degree or graduate degree from an accredited institution, with a cumulative undergraduate or graduate grade point average (GPA) of 3.000 or higher on a 4.000 scale (\*). All hours at the degree level from accredited institutions will be considered in calculating the cumulative GPA. Applicants must submit one official transcript from all colleges and universities attended for undergraduate and graduate work.

Note: Official Transcript: a transcript with a registrar's seal from the institution granting credit sent directly to Point Loma Nazarene University, 3900 Lomaland Dr., San Diego, CA 92106

If your University provides official electronic transcripts, please email to [gradprocessing@pointloma.edu](mailto:gradprocessing@pointloma.edu).

1. Submit a professional resume.
2. Submit a 500-600 word (\*\*) Statement of Purpose addressing the following topics:

- A personal statement on why you wish to participate in the MACC program,
- Your current philosophy of leadership,
- Your relevant academic and professional experience, and
- Your future career or life goals.

(\*) Contact a graduate enrollment counselor regarding the exceptions process if you don't meet the minimum GPA requirement.

(\*\*) The five-paragraph essay is to be formatted in APA style and should reflect your best writing. For help in writing the essay, see [statementofpurpose.com](http://statementofpurpose.com). Your paper will be graded on a 5-point scale, and you must receive a minimum 3.5 to meet the benchmark.

## Clinical Training

The MACC program includes the application of theory in direct clinical experience. While enrolled in supervised practicum courses, students have the opportunity to provide direct clinical service to clients in community agencies approved by the school. Before placement at an external agency, students will provide psychotherapy to one or more clients at the on-site training clinic, the Center for Enriching Relationships. Upon successful completion of this initial experience and approval by the training staff, students will secure a practicum site in the community and complete a 10-12 month traineeship. Although particular site requirements vary, all students will complete 700 total hours of supervised training (300 of which is face-to-face, direct service). Student suitability to provide mental health services will be evaluated by the training staff in an on-going manner, and any evidence of concerns (i.e. ethical violations, patterns of personal characteristics and/or behavior that poses risk to the welfare of the client) may lead to remediation or potential dismissal from the program.

## Personal Therapy Requirement

Over the course of the program, MACC students are required to receive 20 hours of personal psychotherapy from a licensed clinician. Students may complete this requirement in an individual or group setting. Two hours of group therapy or one hour of individual therapy counts as one hour of credit toward the requirement. At least ten of the twenty hours must be individual or group therapy and up to ten hours can be marital or family therapy. This requirement must be completed prior to graduation.

## Comprehensive Examination

As a final assessment of competency, each student must pass the Comprehensive Examination, a computerized mock license exam that reflects program coursework and obtained clinical knowledge. This examination is administered during PSY 6097. Passing the Comprehensive Examination is required for graduation.

## Graduation Requirements

In order to earn and receive a Master of Arts in Clinical Counseling degree, a student must satisfy all of the following:

1. Successful completion of all core requirements, an area of concentration, and the project or thesis,
2. A completed application for degree candidacy conveyed to the Office of Records,
3. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee,
4. All requirements completed within eight years from the time of initial enrollment,
5. All courses must be completed with a grade of B- or better. Grades of B- or lower may be repeated for grade improvement,
6. Completion of the Personal Therapy Requirement,
7. Pass the Comprehensive Examination, and

8. A personal interview (in person or using video conferencing technology) with the student will take place at the end of the program to review the things that have been learned and how the student felt the program equipped him/her for servant leadership. The interviews are designed to ensure that the student has a clear understanding of the material covered in courses taken and to evaluate the effectiveness of the program.

Note: Student reviews will be in person (face-to-face) or use video conferencing technology. To comply with U.S. Department of Education and accreditation requirements, students are required to show a government issued photo I.D.

## Program Eligibility

Point Loma Nazarene University assesses the Master of Arts in Clinical Counseling applicants on the basis of evidence submitted via online application documentation. Applications will be processed upon receipt of all required materials. To be admitted into the Clinical Counseling program, an applicant must meet these requirements:

- Submit online application for admissions (includes \$50 non-refundable application fee)
  - Fee waived if applicant is one of the following: PLNU alum, current or former military and their dependents, PLNU employee
- Submit official transcripts with proof of earned baccalaureate degree from a regionally accredited institution.
  - Send official transcripts by mail to: Point Loma Nazarene University, Office of Graduate Admissions, 3900 Lomaland Drive, San Diego, CA 92106
  - Send official transcripts by email to: gradprocessing@pointloma.edu
- Specifically state how you would like to use your master's degree from PLNU to further your career in a 3-5 page essay. Make sure you clearly touch on the three points
  - Clarify what job setting you see yourself pursuing upon completing the MACC and specify how this degree program will help you in that setting.
  - Describe how you will appraise, utilize, and integrate specific Biblical or ethical principles and /or counseling theories into your future professional practice
  - State how your previous education and work experiences have uniquely prepared you for success in the MACC program.
- Submit a resume/vita
- Submit three professional references including name, title, phone, and email for each reference
- Background check through LiveScan
- Completion of the MMPI 2 personality assessment administered through the department
- Interview with the Department of Graduate Psychology
- Ensure undergraduate course prerequisites are met

Exceptions Policy: If you have below a 3.000 GPA in your baccalaureate degree you will need to speak with your enrollment counselor for more information on the exceptions materials needed for your particular program.

## Program Prerequisites

Prior to beginning this program, the following course requirements must be completed:

- General Psychology
- Abnormal Psychology
- Human Development

An official transcript from a regionally accredited institution is the required documentation.

## Transfer Options

Transfer credit is defined as graduate credit earned at another regionally accredited institution. Students may request transfer courses to be considered for application to a degree program. Any transfer courses to be considered for application to a degree program must be recommended by the school dean/department chair with final approval

residing with the Vice Provost for Academic Administration. No more than one sixth of the program units may be transferred to the degree, and all coursework must have been completed within the last seven years at a regionally accredited institution and may not have been previously used for completion of a graduate degree program.

## Required Courses

- PSY 6001 - Issues in Psychotherapy - Theology Integration (3)
- PSY 6008 - Lifespan Development (3)
- PSY 6009 - Multicultural Theories and Development (3)
- PSY 6011 - Professional Ethics and Law (3)
- PSY 6021 - Psychodiagnostics and Mental Disorder Treatment (3)
- PSY 6025 - Counseling Theories and Faith Integration (3)
- PSY 6026 - Counseling Theories and Faith Integration II (3)
- PSY 6027 - Treatment of Children and Adolescents (3)
- PSY 6028 - Abuse Assessment and Reporting (3)
- PSY 6029 - Marriage and Family Therapy (3)
- PSY 6030 - Treatment of Older Adults (3)
- PSY 6033 - Career Development (3)
- PSY 6045 - Group Counseling (3)
- PSY 6050 - Psychological Testing and Assessment (3)
- PSY 6058 - Crisis and Trauma Counseling (3)
- PSY 6060 - Human Sexuality (3)
- PSY 6065 - Psychopharmacology (3)
- PSY 6075 - Treatment of Substance Use Disorders (3)
- PSY 6090 - Research Methodology (3)

## Practicum Courses

- PSY 6095 - Supervised Practicum I (2)
- PSY 6096 - Supervised Practicum II (2)
- PSY 6097 - Supervised Practicum III (2)

TOTAL: 63 Program units

## Master of Arts in Organizational Leadership

The Master of Arts in Organizational Leadership is offered in a distance education format and specifically designed to align with the PLNU mission to equip, empower, and transform individuals for servant leadership in a dynamically changing world. The program provides academic preparation that can be immediately applied to the life situations in which the students live and it is a direct response to the strategic priorities of the university.

The Master of Arts in Organizational Leadership is an approved program under PLNU's WASC Regional Accreditation. Though this is not an ACBSP approved program, for those interested in that type of program, PLNU offers an MBA through its Fermanian School of Business.

Note: Those who graduated with a Bachelor of Arts degree in Organizational Management from PLNU with a 3.750 GPA will be given advanced standing in this program.

## Program Learning Outcomes

The Point Loma Nazarene University Master of Arts in Organizational Leadership graduate is prepared for expanded roles within his or her organization through enhanced abilities to:

1. Evaluate how Christian virtues support the practices of leadership within an organizational system.
2. Interpret how organizational knowledge relates to management, the practices of planning, leadership of change and conflict, and oversight of human resources, and illustrate how that integrates with Christian, legal, and regulatory roles.
3. Analyze the evidence of personal leadership style, strengths, and skills, and how that supports their various functions within an organization.
4. Adapt leadership concepts to real-life organizational situations.

## Graduation Requirements

In order to earn and receive a Master of Arts in Organizational Leadership degree, a student must satisfy all of the following:

1. Successful completion of the required Organizational Leadership curriculum with a minimum of 36 semester units of coursework. Students receiving advanced standing will be required to complete a minimum of 30 semester units.
2. A minimum cumulative grade point average of 3.000 or higher. No more than two "C" grades are permitted to fulfill required courses in the program. A third "C" requires one of the three courses to be repeated. Any course receiving a grade lower than a "C" must be repeated and the units will not be added to earned units.
3. Successful completion of LDR 6020 and LDR 6021 with a minimum of "B-" grade.
4. Successful completion of a personal interview (in person or using video conferencing technology) at the end of the program to review the things that have been learned and how the student felt that the program equipped him/her for servant leadership. The interviews are designed to ensure that the student has a clear understanding of the material covered and to evaluate the effectiveness of the program. To comply with U.S. Department of Education and accreditation requirements, students are required to show a government issued photo I.D.
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

## Course Requirements

This program can be completed in less than two years (approximately 15 months). Classes are designed as collaborative learning experiences where students and instructors are engaged in asynchronous dialog throughout the week. It is comprised of 8 four-unit courses and 4 one-unit courses (36 units total). Students learn in community as they participate in a cohort experience that not only provides for a great learning experience, but develops a network of friends who share common goals.

- LDR 6001 - Assessing Leadership Skills (4)
- LDR 6002 - Concepts of Strategic Leadership (4)
- LDR 6003 - Organizational Systems and Behavior (4)
- LDR 6004 - Organizational Communication (4)
- LDR 6006 - Human Resources Issues (4)
- LDR 6007 - Financial Reporting in Organizations (4)
- LDR 6017 - Ethics in Organizations (1)
- LDR 6018 - Legal Environment of Organizations (1)
- LDR 6020 - Practice of Leadership (4)
- LDR 6021 - Developing a Strategic Plan (4)
- LDR 6031 - Graduate Writing and Research (1)
- LDR 6041 - Leadership Portfolio Development (1)

## Master of Arts in Teaching, Preliminary Teaching Credentials

The School of Education offers a specially designed Master of Arts in Teaching (M.A.T.) degree that includes one of the four preliminary teaching credentials approved by the California Commission on Teacher Credentialing:

- **Multiple Subject** - teaching credential program designed for candidates seeking to teach at the elementary grade levels or in P - Adult self-contained, general education classrooms.
- **Single Subject** - teaching credential program designed for candidates seeking to teach at the junior high, middle school, or high school levels or in a departmentalized setting serving grades P - Adult.
- **Mild/Moderate** - one (1) of the two (2) Educational Specialist Preliminary teaching credentials. This authorization is related to services for individuals with a primary disability of specific learning disabilities, emotional disturbance, mild/moderate intellectual disability, other health impairment, and autism spectrum disorders within the disability area.  
**Moderate/Severe** - authorization related to services for individuals with a primary disability for autism, moderate/severe intellectual disability, emotional disturbance, and multiple disabilities.

\*Completing credential courses does not guarantee the California Commission on Teacher Credentialing (CTC) will issue a credential. If any requirements for a preliminary credential are altered by the CTC during the candidate's program, the candidate will be held responsible for those requirements in accordance with regulations designated by this accrediting agency.

The M.A.T. is offered in two (2) phases to candidates who hold a Bachelor's degree:

1. Phase I consists of 23 -29 units of coursework and 10 units of clinical practice (student teaching) culminating in a preliminary teaching credential (33 - 39 units). The candidate is not required to finish Phase II of the M.A.T. degree in order to earn the preliminary credential.
2. Phase II usually takes place after a candidate has obtained the preliminary credential and has obtained a first teaching position. Phase II consists of 7-13 units, depending on the program, for a total of 46 units.

### Program Learning Outcomes

*Candidates who complete the Master of Arts in Teaching, Preliminary Teaching Credentials and Professional Services Credentials will be able to:*

#### **Equip**

- Promote the success of all students by being servant leaders who serve collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

#### **Transform**

- Demonstrate the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities; and
- Apply faith-based influences and beliefs within educational organizations.

#### **Empower**

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as research-based, transformational leaders within their classrooms, schools, districts, and communities.

### Program Eligibility for the Master of Arts in Teaching and Preliminary Teaching Credentials

- Proof of passage of the California Basic Educational Skills Test (CBEST) or another form of Basic Skills Testing as approved by the California Commission on Teacher Credentialing (CTC).
- Proof of registration for the CSET test.
- Education and Grade-Point Average: Teacher candidates must have completed a baccalaureate or higher degree from a regionally accredited college or university. A cumulative undergraduate grade point average of 3.000 is required in order to be admitted into the M.A.T./credential program. Candidates with a cumulative grade point average lower than 3.000 may apply for "Admission under Exception".
- Two or more letters of recommendation from appropriate persons who have the knowledge of the applicant's character and ability to work with children or youth. (References from friends or relatives are not appropriate);
- M.A.T. interview: All candidates must complete a personal interview with a program admissions chair.

## Graduation Requirements

In order to earn and receive a Master of Arts in Teaching, Preliminary Teaching Credentials degree, a candidate must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Records Office, Point Loma campus);
2. Satisfactory completion of the prescribed course of study with a cumulative grade-point average of 3.000 or higher;
3. Completion of the approved graduate program consisting of a minimum of 46 units;
4. A recommendation from the program coordinator and director of the Branch Campus;
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
6. All requirements for graduate degrees must be completed within an eight (8)-year period from the time of initial enrollment in the program.

## Common courses required of all Multiple, Single, and Special Education Preliminary Credentials:

- EDU 6000 - Foundations of Education and Learning Theory (3)
- EDU 6002 - Foundations of Special Education (3) \*
- EDU 6003 - Classroom Assessment and Research Practices (3)
- EDU 6017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education (.5 - 2)
- EDU 6001 - Language Acquisition and Diverse Populations (3) \*  
*OR*
- EDU 6053 - Principles of Language Acquisition for Students with Moderate/Severe Disabilities (3)  
\*\*

Total Common Courses Required for all Preliminary Credentials: 13 Units

### Note(s):

\*Course requires 20 clock hours of observation and participation specific to culturally and linguistically diverse learners in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse in a culturally diverse and inclusive school setting.

*Teacher Education candidates who have completed fourteen (14) units of the Education coursework at Point Loma Nazarene University required for their bachelor's degree may complete the remainder of the teaching credential within the Master of Arts in Teaching degree, requiring the addition of the Reading and Literacy Added Authorization eight (8) units and six (6) elective units to complete the M.A.T. degree.*

## Preliminary Multiple Subject Teaching Credential and Intern Program

A Multiple Subject Teaching Credential enables a candidate to teach in a self-contained (P-Adult) classroom in California. Candidates receive coursework in educational research and theory as well as methodology in reading, language arts, and mathematics. Credential requirements are subject to change based on state and federal requirements which supersede any existing catalog requirements.

*Candidates for the Multiple Subject credential must complete the 13 units listed above under Common Courses.*

## Program Learning Outcomes

*Candidates who complete the Master of Arts in Teaching (Multiple Subject) program will be able to:*

### *Equip*

- Promote the success of all students by being a servant leader who serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

### *Transform*

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities; and
- Apply faith-based influences and beliefs within educational organizations.

### *Empower*

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as a research-based transformational leader within their classrooms, schools, districts, and communities.

## Multiple Subject Specific Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6011 - Interdisciplinary Approaches to Teaching in the Content Areas (3)
- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3) \*\*

### Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

\*\*Course requires 20 clock hours of observation and participation specific to math instruction in a culturally diverse and inclusive school setting.

## Clinical Practice

Clinical Practice is the culminating experience in which candidates work full time in classrooms under the guidance of cooperating teachers in public or private schools assigned by the field experience coordinator at the branch campus.

Traditional Candidates take:

- EDU 6030 - Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6034 - Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

OR Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*
- EDU 6032 - Intern Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6036 - Intern Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total Multiple Subject Clinical Practice Courses: 10 Units

Total Courses Required for M.A.T. Phase I for Multiple Subject Candidates: 33 Units +Up to 18 additional units for Interns

## Preliminary Single Subject Teaching Credential and Intern Program

Individuals who plan to teach at the secondary level pursue the Single Subject credential in an approved discipline of their choice. A Single Subject credential enables a candidate to teach in a departmentalized (P-Adult) classroom. Credential requirements are subject to change based on state and federal requirements which supersede any existing catalog requirements.

*Candidates for the Single Subject credential must complete the 13 units listed above under Common Courses.*

## Program Learning Outcomes

***Candidates who complete the Master of Arts in Teaching (Single Subject) program will be able to:***

### ***Equip***

- Possess the skills and dispositions to develop instructional plans and engage students in content-specific learning experiences that lead to improved student outcomes.

### ***Transform***

- Possess the skills and dispositions to promote the learning of diverse learners at the secondary level;
- Utilize subject-specific pedagogy, content-related literacy instruction, and developmentally appropriate instruction to support learning for all students; and
- Reflect positive personal presence, age-appropriate strategies, and research-based knowledge of adolescent psychology to create safe classroom environments that promote learning for all students.

### ***Empower***

- Analyze assessment data from instruction through thoughtful reflection that informs professional practice for continual improvement.

## Single Subject Specific Courses

- EDU 6020 - Literacy Instruction for Secondary Teachers (3)
- EDU 6021 - General Methods for Secondary Teachers (3)

### Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.

### Choose one of the content-specific pedagogy courses:

*The Single Subject Content Methods courses (EDU 6022-EDU 6029) consist of 15 hours of assigned coursework and 30 hours with a subject-specific mentor. Candidates should contact their program advisor about dates for these courses.*

- EDU 6022 - Methods of Teaching Secondary Language Arts (3)
- EDU 6023 - Methods of Teaching Secondary Mathematics (3)
- EDU 6024 - Methods of Teaching Secondary Science (3)
- EDU 6025 - Methods of Teaching Secondary Social Science (3)
- EDU 6026 - Methods of Teaching Secondary Foreign Language (3)
- EDU 6027 - Methods of Teaching Secondary Visual Arts (3)
- EDU 6028 - Methods of Teaching Secondary Physical Education (3)
- EDU 6029 - Content-Specific Pedagogy of Secondary Teachers (3)

### Note(s):

EDU 6029 is offered for content areas that are not listed in EDU 6022-6028 (i.e., Business, Music, Agriculture, and Home Economics).

## Total Clinical Practice: 10 Units

### Traditional Candidates take:

- EDU 6040 - Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6044 - Secondary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

### Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*
- EDU 6042 - Intern Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6046 - Intern Secondary Clinical Practice II (CalTPA Cycle 2) (4)

- EDU 60CP2 - Clinical Practice Seminar II (1)

Total Single Subject Clinical Practice Courses: 10 Units

Total Courses Required for M.A.T. Phase I for Single Subject Candidates: 33 Units +Up to 18 additional units for Interns

## Preliminary Education Specialist (Mild/Moderate) Teaching Credential and Intern Program

This credential prepares candidates to create, develop, and implement individualized adaptations and accommodations to facilitate access to learning of the core curriculum in a variety of environments. Coursework focuses on state and federal regulations, Individual Education Plans (IEP), specialized curricula, learning, behavior and transition strategies as well as the use of current and assistive technologies. Candidates in this program develop skills in working as collaborators in educational settings.

*Candidates for the Mild/Moderate Preliminary credential must complete the 13 units listed above under Common Courses.*

### Program Learning Outcomes

*Candidates who complete the Master of Arts in Teaching (Special Education, Mild-Moderate) program will be able to:*

#### ***Equip***

- Promote the success of all students by being a servant leader who serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity;
- Possess the skills and dispositions to plan, implement, and analyze instruction that supports all students learning.

#### ***Transform***

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice;
- Utilize research-based strategies, curriculum, instructional practices and behavioral strategies to support learning for all students; and
- Reflect positive presence, age-appropriate strategies, and research-based knowledge to create safe classroom environments that promote learning.

#### ***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as a research-based transformational leader within their classrooms, schools, and districts.

### Mild/Moderate Authorization Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3)
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6051 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities (3)
- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)

Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

Choose one of the following courses:

- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3)  
*OR*
- EDU 6021 - General Methods for Secondary Teachers (3) \*\*

Total Mild/Moderate Authorization: 16 Units

Note(s):

\*Course requires 20 clock hours of observation and participation specific to math instruction in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.

Traditional Candidates take:

- EDU 6070M - Special Education Mild-Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6074M - Special Education Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 10 Units

Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*
- EDU 6072M - Intern Mild/Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6076M - Intern Mild/Moderate Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 12 Units

Total Mild/Moderate Authorization: 39 Units +Up to 18 additional units for Interns

## Preliminary Education Specialist (Moderate/Severe) Teaching Credential

This credential prepares candidates to create, develop and implement individualized adaptations and accommodations to facilitate access to learning of the core curriculum in a variety of environments. Coursework focuses on state and federal regulations. Individual Education Plans (IEP), specialized curricula, learning, behavior and transition strategies as well as the use of current and assistive technologies. Candidates in this program develop skills in working as collaborators in educational settings.

## Program Learning Outcomes

***Candidates who complete the Master of Arts in Teaching (Special Education, Moderate/Severe) program will be able to:***

### ***Equip***

- Promote the success of all students by being a servant leader who serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity; and
- Possess the skills and dispositions to plan, implement, and analyze instruction that supports all students learning.

### ***Transform***

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities;
- Utilize research-based strategies, curriculum, instructional practices and behavioral strategies to support learning for all students; and
- Reflect positive personal presence, age-appropriate strategies, and research-based knowledge of students with special needs and the psychology to create safe classroom environments that promote learning for all students.

### ***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as a research-based transformational leader within their classrooms, schools, districts, and communities.

Candidates for the Moderate/Severe preliminary credential must complete the 13 units listed under Common Courses

## Requirements

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)
- EDU 6054 - Methods of Teaching Students with Moderate/Severe Disabilities (3) \*\*
- EDU 6055 - Organization and Management for Success in the Moderate/Severe Classroom (3)

Total Moderate/Severe Authorization: 16 Units

## Note(s):

Students in the Multiple, Single and Mild/Moderate credential programs take EDU 6001 while students in the Moderate/Severe credential take EDU 6053.

\*Course requires 20 clock hours of observation and participation specific to literacy in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse in a culturally diverse and inclusive school setting.

Traditional Candidates take:

- EDU 6070S - Special Education Moderate-Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6074S - Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 10 Units

Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*
- EDU 6072S - Intern Moderate/Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6076S - Intern Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 12 Units

Total Moderate/Severe Authorization (41 Interns): 39 Units

Fieldwork with special placement depending upon credential authorization (10-12 units)

**\*Other Credential Requirements**

- Subject Matter Competence:
  - Single Subject candidates may meet this requirement by completing a state-approved subject matter program or by passing the appropriate CSET. Information about examinations is available at each branch campus.
  - Multiple Subject candidates are required to pass the CSET: MS (101, 202, and 103).
  - Special Education candidates may meet this requirement by completing a state-approved subject matter program or passing the CSET in a core subject area.
- Professional Preparation: met by completing the sequence of courses for the appropriate credential program.
- US Constitution: Knowledge of the Constitution is demonstrated by either a California Commission on Teacher Credentialing approved college-level course, by exam, or by a workshop followed by an exam offered by PLNU.
- Developing English Language Skills: Met by passing one of the following courses: EDU 6010 (Multiple Subject or Special Education) or EDU 6020 (single subject).
- Teacher Performance Assessment (TPA)/E-Portfolio: All candidates are also required to successfully pass California's Teacher Performance Assessment (TPA). All credential candidates are required to establish an electronic portfolio, providing evidence of meeting required competencies.
- Current CPR Certification: Successful completion of an approved infant-child-adult CPR course and documentation of that fact is required before applying for a preliminary credential.
- Computer Level I Competencies: Computer Level I competencies are imbedded into Education coursework and successful completion of coursework will meet this standard.
- Health Clearance: Evidence must be presented that the candidate is free from tuberculosis.
- Certificate of Clearance: Teacher candidates must possess or apply for a Certificate of Clearance or CCTC document that requires fingerprinting clearance as they apply for admission to the credential program.

- Reading Instruction Competence Assessment (RICA): Multiple Subject and Education Specialist candidates are required to pass the Reading Instruction Competence Assessment (RICA) exam prior to applying for a teaching credential.

\*Note: The above must be completed in order to obtain a credential.

Point Loma Nazarene University provides a handbook for each credential program. The M.A.T. Candidate Handbook is provided to those applying to the program and contains the actual forms required for credential program admission, fieldwork, and clinical practice, as well as the instructions for completion.

Once admitted to the program, candidates are assessed during each course as well as in their fieldwork experiences. Decisions regarding each candidate's ability to continue in the program are made prior to both the first and second student teaching assignments.

Upon successful completion of all requirements and coursework, candidates may apply for the appropriate Preliminary credential with the credential analyst at the branch campus.

## The California Teaching Performance Assessments (TPA)

The School of Education implements the CalTPA as one of several measures to assess candidate proficiency and the preliminary credential program effectiveness for ALL preliminary credential programs. The CCTC requires that all credential candidates pass the Teaching Performance Assessment before applying for a teaching credential as defined in Standard 19 of the 2042 credential document.

### Information about TPA

All preliminary teacher candidates at Point Loma Nazarene University in Multiple Subject, Single Subject, and Special Education programs are required to participate in the Teaching Performance Assessment (CalTPA) program.

The CalTPA process is an integrated part of the clinical practice experience.

All candidates are required to follow the calendar and deadlines of the CalTPA process and must receive an acceptable score on both Cycle 1 and Cycle 2 to be recommended for a teaching credential.

The Teacher Education Assessment Fee includes all assessment services except a second attempt of the Cycles.

The content of the two cycles will be introduced and practiced throughout the preliminary credential course of study following an intentional course sequence.

### Teacher Performance Assessments

Every teaching credential candidate in the School of Education at PLNU must attempt and receive an acceptable score on the California Teaching Performance Assessment (CalTPA) in order to be recommended to the CCTC for a preliminary teaching credential. This requirement includes teacher candidates in Multiple Subject, Single Subject, and both Special Education credentials (Mild/Moderate and Moderate/Severe).

This requirement began with the passage of SB2042 in 1998, which mandates that candidates must successfully pass an assessment of their performance with respect to the Teaching Performance Expectations (TPEs). PLNU employs an assessment model that is comprised of Cycle 1 (Instruction) and Cycle 2 (Assessment, Unit of Instruction and Technology).

Candidates who are not successful on their first attempts on either Cycle must enroll in GED 6091 for one (1) unit to re-mediate and re-submit the failed Cycle a second time (up to once for each Cycle). There is no allowance for a third attempt on the TPA.

Candidates will receive direct instruction about each cycle within their courses.

## **Title II Information**

According to federal regulations, all accredited departments, schools, and colleges of education are required to report information regarding their candidates' passing rates on examinations. A summary of the passage rates may be found on the PLNU web site at [www.pointloma.edu/education](http://www.pointloma.edu/education)

## **M.A.T. Phase II Finishing Courses**

Phase II of the M.A.T. normally takes place after a candidate has obtained the preliminary teaching credential and has obtained a first teaching position.

### **Multiple and Single Subject Candidates**

The courses listed below are the final thirteen (13) units to complete the M.A.T. degree, for a total of 46 semester units.

#### **Core Course:**

- GED 6072 - Philosophy in Education (3)

#### **Curriculum Course:**

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)

#### **Diversity Course:**

*Select one (1) course from the following:*

- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6068 - Advanced Practice for English Learners (3)

#### **Action Research:**

- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

### **Special Education - Mild/Moderate or Moderate/Severe**

The courses listed below are the final seven (7) units to complete the M.A.T. degree in Special Education (for a total of 46 units).

#### **Core Course:**

- GED 6072 - Philosophy in Education (3)

#### **Action Research:**

- GED 6089 - Master's Research and Design (3)

- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

## **Master of Business Administration - Daytime**

### **Program Description**

The Daytime MBA program is for recent college graduates who want an accelerated opportunity to build four important drivers of initial career success - business knowledge, real world experience, personal network, and purpose. The Daytime MBA is a three semester program that is completed in one year.

The Daytime MBA program consists of 42 units of core courses that have been selected to effectively prepare recent graduates to successfully launch their professional career. Included in these core courses is a 3-unit Field Experience where teams of students work with a company executive to analyze, strategize and solve a live business challenge.

The Fermanian School of Business Daytime MBA program is committed to serving all MBA students with the best value in quality, academic rigor, professional support services, and individual attention to assist students in meeting their academic and professional goals.

The Master of Business Administration (MBA) is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

### **Program Learning Outcomes**

*Candidates who complete the Master of Business Administration program will be able to:*

- Exhibit mastery of the concepts, models and theories in the core business disciplines.
- Integrate knowledge across core business disciplines to identify key strategies and opportunities.
- Analyze business issues and propose solutions using analytical and critical thinking skills.
- Evaluate the impact of business decisions in a global context.
- Analyze the ethical impacts of executive-level decision making.
- Present ideas and decisions clearly through effective communication.
- Collaborate with others as an effective team member.

### **Program Eligibility for the Daytime MBA**

- A completed application for admission to the program
- A recently earned baccalaureate degree from a regionally accredited institution as evidenced by official transcripts from the accredited institution(s)
- Two (2) letters of recommendation
- Resume
- A personal essay that describes why the applicant desires to participate in the Daytime MBA program and a description of the applicant's future goals
- The successful completion of a post-baccalaureate professional certificate program (e.g., CPA) or graduate degree program, or scores from the Graduate Management Admission Test (GMAT)
- Interview with the Associate Dean of Graduate Business Education

### **Graduation Requirements**

In order to earn and receive a Master of Business Administration - Daytime degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, Point Loma campus).
2. Successful completion of all required curriculum with a minimum of 42 semester units of coursework.
3. Achievement of a cumulative GPA of 3.000 or higher. A student may earn a maximum of six units of "C" grades in the program. Any course in which a student receives a grade lower than a "C" must be repeated and the units will not be added to earned units. Students may repeat courses in which they earn a grade lower than "C" a maximum of two times.
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.
5. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Program Prerequisite

All students must successfully complete the Excel Leveling Module and the APA Writing and Citations Leveling Module prior to their first course in the program.

## Course Prerequisites

Prerequisite Leveling Modules are required for BUS 6015, BUS 6025, BUS 6070, and BUS 6095. All students must successfully pass the prerequisite leveling modules prior to beginning the respective courses.

## Daytime MBA Program Core Courses

- BUS 6015 - Accounting for Decision Making (3)
- BUS 6017 - Business Ethics (1)
- BUS 6018 - Legal Environment of Business (1)
- BUS 6019 - Corporate Social Responsibility (1)
- BUS 6025 - Applied Research Methods (3)
- BUS 6030 - Economic Environment of Business (3)
- BUS 6035 - International Business (3)
- BUS 6048I - Leading with Integrity (1)
- BUS 6048P - Leading with Purpose (1)
- BUS 6048S - Leading with Service (1)
- BUS 6050 - Operational Excellence (3)
- BUS 6055 - Marketing Management (3)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6065 - Leadership Communication (3)
- BUS 6070 - Financial Management (3)
- BUS 6072 - Developing an Entrepreneurial Mindset (3)
- BUS 6080 - Field Experience (3)
- BUS 6095 - Strategic Management (3)

Total: 42 Units

## Additional Concentrations

Daytime MBA students may earn a concentration by taking the six (6) required units for each concentration. Students must notify the program director prior to the completion of the 42 units in their current program of their intention to earn an additional concentration, with a subsequent change of program form filed with the Office of Records.

Once a degree is posted, MBA alumni have the option of earning a Graduate Certificate in Business Administration rather than an additional concentration.

## **Master of Business Administration - Evening**

### **Program Description**

The Evening MBA program is for experienced working professionals who want to take control of their career by acquiring four important drivers of influential leadership - deep qualitative and quantitative business knowledge, wisdom in the face of difficult business decisions, a powerful personal network, and inspiration to follow your purpose. The program is designed to be completed in two years.

A collegial environment supports depth of learning and builds strong relationships among faculty and peers. In the cohort model, students progress through the curriculum together, completing 36 units of core business courses and 6 units of electives. Students may select from three concentrations, including Organizational Leadership, Innovation and Entrepreneurship, and Project Management.

The Fermanian School of Business Evening MBA program is committed to serving the experienced business professional with the best value in quality, academic rigor, professional support services, and individual attention to support students in meeting their academic and professional goals.

The Master of Business Administration (MBA) is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

### **Program Learning Outcomes**

***Candidates who complete the Master of Business Administration program will be able to:***

- Exhibit mastery of the concepts, models and theories in the core business disciplines.
- Integrate knowledge across core business disciplines to identify key strategies and opportunities.
- Analyze business issues and propose solutions using analytical and critical thinking skills.
- Evaluate the impact of business decisions in a global context.
- Analyze the ethical impacts of executive-level decision making.
- Present ideas and decisions clearly through effective communication.
- Collaborate with others as an effective team member.

***Candidates who complete the concentration in Organizational Leadership will be able to:***

- Assess corporate culture and make sound recommendations based on organizational behavior concepts.

***Candidates who complete the concentration in Innovation and Entrepreneurship will be able to:***

- Create viable business opportunities using innovation and entrepreneurship methods and knowledge.

***Candidates who complete the concentration in Project Management will be able to:***

- Formulate a project management plan based on project management knowledge, concepts and processes.

### **Program Eligibility for the Evening MBA**

- A completed application for admission to the program

- Baccalaureate degree from a regionally accredited institution as evidenced by official transcripts from the accredited institution
- Two (2) letters of recommendation
- Professional resume including detailed work experience
- A personal essay that describes why the applicant desires to participate in the Evening or Online MBA program and a description of the applicant's future goals
- The successful completion of a post-baccalaureate professional certificate program (e.g., CPA) or graduate degree program, or scores from the Graduate Management Admission Test (GMAT)
- Interview with the Associate Dean of Graduate Business Education

## Graduation Requirements

In order to earn and receive a Master of Business Administration - Evening degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, Point Loma campus).
2. Successful completion of all required curriculum with a minimum of 42 semester units of coursework.
3. Achievement of a cumulative GPA of 3.000 or higher. A student may earn a maximum of six units of "C" grades in the program. Any course in which a student receives a grade lower than a "C" must be repeated and the units will not be added to earned units. Students may repeat courses in which they earn a grade lower than "C" a maximum of two times.
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.
5. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Program Prerequisite

All students must successfully complete the Excel Leveling Module and the APA Writing and Citations Leveling Module prior to their first course in the program.

## Course Prerequisites

Prerequisite Leveling Modules are required for BUS 6015, BUS 6025, BUS 6070, and BUS 6095. All students must successfully pass the prerequisite leveling modules prior to beginning the respective courses.

## Evening MBA Program Courses

### Core Courses

- BUS 6015 - Accounting for Decision Making (3)
- BUS 6017 - Business Ethics (1)
- BUS 6018 - Legal Environment of Business (1)
- BUS 6019 - Corporate Social Responsibility (1)
- BUS 6025 - Applied Research Methods (3)
- BUS 6030 - Economic Environment of Business (3)
- BUS 6035 - International Business (3)
- BUS 6048I - Leading with Integrity (1)
- BUS 6048P - Leading with Purpose (1)

- BUS 6048S - Leading with Service (1)
- BUS 6050 - Operational Excellence (3)
- BUS 6055 - Marketing Management (3)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6070 - Financial Management (3)
- BUS 6072 - Developing an Entrepreneurial Mindset (3)
- BUS 6095 - Strategic Management (3)

#### Elective Courses (3 units each, except as noted)

Choose six (6) units of electives or one of the listed concentrations to complete the forty-two (42) unit program.

- BUS 6010 - Organizational Behavior (3)
- BUS 6045 - Leadership (3)
- BUS 6067 - Project Management and Communications (3)
- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)
- BUS 6076 - New Venture Creation (3)
- BUS 6078 - Applied Innovation (3)
- BUS 6090 - Special Studies in Business Administration (1-3)

#### Concentrations (6 units)

##### Innovation and Entrepreneurship

- BUS 6076 - New Venture Creation (3)
- BUS 6078 - Applied Innovation (3)

##### Organizational Leadership

- BUS 6010 - Organizational Behavior (3)
- BUS 6045 - Leadership (3)

##### Project Management

- BUS 6067 - Project Management and Communications (3)
- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)

**Total (Required Total Core/Electives): 42 Units**

#### Additional Concentrations

Evening MBA students may earn additional concentrations taking the six (6) required units for each concentration. Students must notify the program director prior to the completion of the 42 units in their current program of their intention to earn an additional concentration, with a subsequent change of program form filed with the Office of Records.

Once a degree is posted, MBA alumni have the option of earning a Graduate Certificate in Business Administration rather than an additional concentration.

## Master of Science in Athletic Training

The Master of Science in Athletic Training (MS-AT) is a 60-unit program comprising two eight-week summer terms and four traditional 16-week terms.

The MS-AT is designed to prepare highly knowledgeable and career-focused professionals for the dynamic and rapidly growing field of athletic training. The MS-AT will challenge and fully equip students to become highly effective allied health care professionals and lifelong learners who incorporate a Christian perspective, academic excellence and professional/relational proficiency. The MS-AT will consist of extensive laboratory and clinical experiences designed to provide a multifaceted learning experience that incorporates current research and scholarly instruction. The desired outcome of the curriculum is to emphasize an evidence-based approach to healthcare with the integration of Christian faith to produce intellectually and spiritually sound clinicians who are service oriented and focused on providing patient-centered care. Graduates will achieve the entry-level competencies necessary to take and pass the certification examination offered by the Board of Certification (BOC).

### Program Learning Outcomes

Upon completion of the Master of Science in Athletic Training (MS-AT), the successful student will be able:

1. To prepare students to demonstrate competency in interpreting evidence-based research and improving clinical standards and practice through clinical question development and research methodology.
2. To prepare students to develop expertise in the athletic training domains through an integrative experiential clinical model.
3. To equip students with appropriate knowledge and educational foundation required for an entry-level Certified Athletic Trainer.
4. To prepare students to establish and understand the importance of inter-professional relationships, while collaborating with other health care professionals to become effective communicators.
5. To prepare students to demonstrate preparation, knowledge and skill in the delivery of comprehensive health care to a diverse set of patients with musculoskeletal injuries and conditions and illnesses in a distinctly moral and ethical manner, integrating Christian faith with clinical practice.

### Program Eligibility

The Master of Science in Athletic Training program has two routes for admission, with each route requiring the prospective student to complete the required course prerequisites. These routes include:

1. A student who has obtained a bachelor's degree and the essential prerequisites from a regionally accredited college or university. Applicants will apply through the university's application process.  
OR
2. The 3+2 accelerated program in coordination with the Bachelor of Arts in Exercise and Sport Science (Pre-Allied Health Concentration) and prerequisites at Point Loma Nazarene University. Advising for this route of admission is critical and applicants will apply directly through the department using an internal application.

***To be reviewed for acceptance into this program, the following must be in place:***

- *It is highly recommended to submit completed admission application by December 1.*
- To be considered for admission, applicants must submit the following:
- Completed application through the graduate website or completed internal application
- Official transcripts from all colleges/universities attended
- Cumulative GPA of 3.000 or higher in the undergraduate degree
- Prerequisite course GPA of 3.000 or higher with no course grade below a "C" and all prerequisites taken in the previous seven years

- Hours verification form (50 hours volunteering under the direct supervision of a certified athletic trainer)
- Three Letters of Recommendation which describe academic and clinical abilities (One must be from a certified athletic trainer that has observed your clinical skills and another must be from a professor/teacher who can describe your academic abilities)
- (International Students Only) - applicants who have completed their undergraduate degree outside of the United States are required to achieve an acceptable score on the Test of English as a Foreign Language (TOEFL), minimum 550 (paper-based), or 80 (internet-based).

***Prerequisite Courses*** (*Prerequisite course syllabi are required at the time of application*)

- Anatomy and Physiology with a lab
- Physics (please contact program director for questions regarding this course)
- Biology
- Chemistry
- Psychology

***Additional Information***

- If a combined Anatomy/Physiology course is taken, two semester or three quarter courses are required.
- Prerequisite courses may be repeated only once; the second grade will then be used to calculate GPA.
- Pass/Credit grades for prerequisite courses will be accepted if the granting institution has a C or better basis for a grade of Credit/Pass.
- Courses which have received advanced placement credit (AP or CLEP) may fulfill prerequisite requirements. The credit hours and grade points will not be computed in the GPA calculation.
- Students who are offered admission are required to financially commit and enrollment deposit with the Office of Graduate Admission. Generally, the deposit must be received within two weeks of notification of admission.
- Students must satisfactorily complete all remaining prerequisite course requirements in accordance with the admission requirements before beginning MS AT coursework.
- Accepted students are required to meet technical standards and specific health requirements (e.g., vaccinations).
- Persons who have been dismissed from another athletic training program are not eligible for consideration for admission to Point Loma Nazarene University.
- Applicants who decline or are denied admission may reapply in any subsequent year. Admission requirements are subject to change, and admission in one year does not guarantee admission in any subsequent year.
- Persons who cannot pass an FBI/Department of Justice Background Check are not eligible for clinical education rotations and are not admissible to the program.
- Point Loma Nazarene University considers all applicants without regard to race, religion, color, national origin, ancestry, gender, marital status, sexual orientation, special needs, veteran status or any other characteristic protected by applicable state or federal civil rights laws. Some information requested in the application is requested for federal or accreditation reporting and will not be used in a discriminatory manner.

***Post -Admission Documentation***

- After admission into the MS in Athletic Training program, the following documentation must be submitted to the AT program director prior to the beginning of any coursework:
- CPR Certification. Emergency Cardiac Care or CPR/AED for the Professional Rescuer (note: online CPR courses and Lay Responder Certification are not accepted)
- Immunizations record (e.g., hepatitis B, TB-test within the past 6 months, etc.)
- Federal background check will be completed upon arrival to campus in the summer

**Graduation Requirements**

1. Successful completion of all didactic and clinical requirements with a minimum 3.000 grade point average
2. A completed application for degree candidacy conveyed to the Office of Records,
3. All student accounts paid in full, and
4. All requirements completed within three years from the time of initial enrollment.

## Required Courses

- ATR 6000 - Seminar in Athletic Training (1)
- ATR 6005 - Research Methods and Statistical Techniques for Clinical Decision Making in Sports Medicine (3)
- ATR 6007 - Research Project Seminar (1)
- ATR 6008 - Research Seminar II (1)
- ATR 6010 - Therapeutic Interventions (3)
- ATR 6010L - Therapeutic Interventions Laboratory (1)
- ATR 6011 - Advanced Functional Movement Interventions (3)
- ATR 6015 - Therapeutic Agents (2)
- ATR 6015L - Therapeutic Agents Lab (1)
- ATR 6020 - Pharmacology for Allied Health Care Professionals (2)
- ATR 6050 - Psychology of Sport, Injury and Rehabilitation (3)
- ATR 6065 - Leadership and Management in Athletic Training (3)
- ATR 6070 - Nutrition for Athletic Trainers (2)
- ATR 6085 - General Medical Conditions and Medical Terminology (3)
- ATR 6087 - Evidence Based Orthopedic Assessment of the Lower Extremity (3)
- ATR 6087L - Evidence Based Orthopedic Assessment of the Lower Extremity Laboratory (1)
- ATR 6088 - Evidence Based Orthopedic Assessment of the Spine and Upper Extremity (3)
- ATR 6088L - Evidence Based Orthopedic Assessment of the Spine and Upper Extremity Laboratory (1)
- ATR 6090 - Clinical Internship I (3)
- ATR 6091 - Clinical Internship II (3)
- ATR 6092 - Clinical Preceptorship (3)
- ATR 6093 - Clinical Practicum I (3)
- ATR 6094 - Clinical Practicum II (3)
- ATR 6099 - Athletic Training Capstone (2)
- KIN 6010 - Evidence-Based Practice and Decision Making in Kinesiology (3)
- KIN 6075 - Gross Anatomy of the Musculoskeletal System (3)

## Master of Science in Kinesiology

The Master of Science in Kinesiology (MS-KIN) is designed to prepare highly knowledgeable and career-focused professionals for the dynamic and rapidly growing fields of exercise science, sport management, sport performance. The MS-KIN program develops graduates who integrate the current best research evidence with professional practice to solve relevant problems in the disciplines related to Kinesiology. Students collaborate with faculty and professional colleagues to improve outcomes in clients, patients, or business systems related to healthcare, sport, and fitness. Student will also gain advanced specialization and/or certification in a discipline of their choice through focused study in a concentration.

The MS-KIN is a 30 unit accelerated graduate program designed especially for young professionals and recent graduates of a four year baccalaureate degree program. The program has a common core and a concentration of 17 units. Upon completing the core, all students will choose from one of three areas of concentration: Exercise Science,

Sport Performance, or Sport Management. Students who choose the Sport Management concentration may substitute up to 6 units from the Fermanian School of Business MBA courses for core requirements.

A fourth concentration in Integrative Wellness is a fully online track with 21 units of concentration course requirements and 9 units in the concentration electives.

## Program Learning Outcomes

Upon completing the core curriculum of the MS-KIN, students will be able to:

1. Appraise current research data in Kinesiology and integrate it into professional practice to solve relevant problems and make effective decisions.
2. Work independently and with a team to persuasively communicate essential information in their discipline.
3. Demonstrate appropriate breadth of knowledge of the background and principle research in their specialization in order to conduct an independent research project.
4. Serve various populations, integrating compassionate care and the Christian faith with their professional practice.
5. Pursue an active and growing involvement in their discipline by achieving advanced certification and/or membership in a related professional organization.

Upon completing an area of concentration, students are expected to attain the following outcomes:

### Exercise Science

1. Incorporate current best evidence to make effective decisions about the optimal care of patients and clients.
2. Apply knowledge of the metabolic and physiologic benefits of exercise toward creating effective exercise interventions to treat and prevent metabolic diseases.
3. Work with a team of colleagues to perform common laboratory assessments to determine health, fitness, and disease states in a series of patients.

### Sport Performance

1. Integrate clinical experience with the use of the current best evidence to make effective decisions about the optimal care of patients and clients.
2. Develop and apply technical knowledge in sports performance and/or sports medicine through direct patient care and client interaction that improves health outcomes.
3. Work with a team of colleagues to construct and present a critical appraisal of a current topic to enhance professional practice in sport performance.

### Sport Management

1. Demonstrate essential knowledge of basic management and prioritization principles in the business of sport.
2. Work with a team of colleagues to construct and present an effective risk management plan and operating budget for a sport, fitness, or physical education setting.
3. Develop technical knowledge, effective leadership, and decision-making skills while performing professional service (at least 100 hours) related to sport management.

### Integrative Wellness (online program)

1. Apply evidence-based coaching strategies and behavior change techniques to facilitate meaningful lifestyle changes and improved health outcomes
2. Collaborate with colleagues in a wide variety of settings to provide an integrative and holistic approach to healthcare, health education, and health promotion

3. Evaluate the influence of biopsychosocial factors on health, healing, and well-being to design lifestyle interventions to prevent and manage chronic diseases.

## Program Eligibility

To be reviewed for acceptance into this program, the following must be in place:

- Completed application for admission to the PLNU Graduate programs and Master of Science in Kinesiology program, including a \$50 non-refundable application fee.
- Personal essay that describes why the candidate desires to participate in the Master of Science in Kinesiology and outlines professional goals for the future
- Baccalaureate degree from a regionally-accredited institution, as evidenced on an official transcript with a posted degree.
- Undergraduate GPA of 3.000 or higher.
- Two references (e.g., professors or employers )who have current knowledge of the applicant's character, academic ability, and professional potential.
- Special Undergraduate course prerequisites:
  - Exercise Science concentration - courses in Human Anatomy and Physiology and Exercise Physiology
  - Sport Performance concentration - courses in Human Anatomy and Physiology and Structural Kinesiology/Biomechanics; BOC-Certified Athletic Trainers or Certified Strength and Conditioning Specialists (NSCA) will be looked upon favorably for graduate assistantships.
  - Sport Management - no prerequisite courses are required. However, students enrolling in courses in the Fermanian School of Business will need to meet any prerequisites for those courses.
  - Integrative Wellness (online program) - no prerequisite courses are required. However, a baccalaureate degree from a regionally accredited institution in a health, wellness or fitness related program OR a non-health related baccalaureate degree and a reputable health, fitness, or wellness certification (or equivalent) and a minimum of three years of professional experience in the field of health, wellness, or fitness is required.

## Graduation Requirements

In order to earn and receive a Master of Science in Kinesiology degree, a student must satisfy all of the following:

1. Successful completion of all core requirements, an area of concentration, and the project or thesis,
2. A completed application for degree candidacy conveyed to the Office of Records,
3. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee, and
4. All requirements completed within five years from the time of initial enrollment.

## Concentrations:

- Exercise Science
- Sports Management
- Sports Performance
- Integrative Wellness online program

## Core Courses for Exercise Science, Sports Management and Sports Performance

- KIN 6000 - Foundations in Kinesiology (3)

- KIN 6010 - Evidence-Based Practice and Decision Making in Kinesiology (3)
- KIN 6060 - Directed Readings (1)
- KIN 6088 - Internship or Practicum in Kinesiology (1-3)  
*Choose one course from:*
- KIN 6095 - Comprehensive Examination (0)
- KIN 6098 - Capstone Project (3)
- KIN 6099 - Thesis (3)

### Exercise Science Concentration (17 units)

- KIN 6005 - Research Methods (3)
- KIN 6025 - Special Topics in Exercise and Sports Science (3)
- KIN 6036 - Clinical Exercise Testing and Interpretation (3)
- KIN 6046 - Clinical Exercise Physiology and Metabolism (3)
- KIN 6050 - Research Project Seminar in Kinesiology (2)
- KIN 6056 - Clinical Exercise Prescription (3)

### Sport Performance Concentration (17 units)

- KIN 6005 - Research Methods (3)
- KIN 6015 - Biomechanical and Neurological Basis of Human Movement (3)
- KIN 6025 - Special Topics in Exercise and Sports Science (3)
- KIN 6035 - Advanced Practice in Movement Interventions and Corrective Exercise (3)
- KIN 6050 - Research Project Seminar in Kinesiology (2)
- KIN 6075 - Gross Anatomy of the Musculoskeletal System (3)

### Sport Management Concentration (17 units)

- KIN 6011 - Managing Personnel, Facilities, and Events in Sports (3)
- KIN 6020 - Marketing, Promotion and Public Relations in Sport (3)
- KIN 6030 - Leadership in Sports (3)
- KIN 6040 - Finance and Economics of Sports (3)
- KIN 6051 - Seminar in Kinesiology (2)

*Student in Sports Management take 3 units of Kinesiology electives or the following courses in the MBA and/or Education programs from the following options:*

- BUS 6010 - Organizational Behavior (3)
- BUS 6035 - International Business (3)
- BUS 6050 - Operational Excellence (3)
- BUS 6067 - Project Management and Communications (3)
- EDU 6002 - Foundations of Special Education (3)
- GED 6072 - Philosophy in Education (3)

### Integrative Wellness Online Program (30 units)

#### Concentration Courses (21 units)

- KIN 6007 - Evidence-Based Practice and Research Methods (3)

- KIN 6017 - Lifestyle Medicine and Integrative Health (3)
- KIN 6027 - Behavior Change Models, Methods and Theories (3)
- KIN 6037 - Exercise and Nutrition for Health and Healing (3)
- KIN 6047 - Integrative Health and Wellness Coaching (3)
- KIN 6077 - Advanced Health and Wellness Coaching (1)
- KIN 6087 - Mind-Body Medicine (3)
- KIN 6097 - Project Seminar in Integrative Wellness (2)

#### Concentration Electives (6-9 units)

Choose two courses from the following if choosing Capstone Project.

Choose three courses from the following if choosing Comprehensive Exam.

- KIN 6025 - Special Topics in Exercise and Sports Science (3)
- KIN 6026 - Sport and Exercise Nutrition for Peak Performance (3)
- KIN 6051 - Seminar in Kinesiology (2)
- KIN 6056 - Clinical Exercise Prescription (3)
- KIN 6057 - Wellness Entrepreneurship (3)
- KIN 6067 - Disruptive Health Technologies (3)
- KIN 6088 - Internship or Practicum in Kinesiology (1-3)

#### Culminating Experience (0-3 units)

*Choose one course from:*

- KIN 6095 - Comprehensive Examination (0)
- KIN 6098 - Capstone Project (3)

## **Nursing, Master of Science in Nursing**

### Program Description

The Master of Science in Nursing program at Point Loma Nazarene University is accredited by the Commission on Collegiate Nursing Education and approved by the California Board of Registered Nurses. The program is designed for working professionals with classes held one to two nights per week and some Saturdays. Clinical Nurse Specialist options are available in the following areas:

- Adult/Gerontology Nursing
- Pediatric Nursing
- Family/Individual Health

There is also an option to obtain an MSN with a specialized concentration in education or business. Eight units of specialized coursework must be taken in either education or business for the concentration option. The MSN is designed to provide the Registered Nurse with an MSN in preparation for roles in leadership/management or education. The MSN degree without specialization is an interdisciplinary degree. Depending on which degree concentration is selected, nurses may be prepared for the following positions: adjunct professor, clinical nurse educator, staff developer, unit based educator, patient education coordinator, magnet coordinator, nurse manager, nurse lead, nursing supervisor, nursing project manager, quality manager, quality improvement coordinator, or case manager.

### Program Learning Outcomes

***Candidates who complete the Master of Science in Nursing program will be able to:***

- ***Inquire Faithfully:*** The student will demonstrate knowledge, skill, and behavior of the evidence-based practice of nursing which integrates growth in reasoning, analysis, decision-making, and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and the nursing process.
- ***Care Faithfully:*** The student will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.
- ***Communicate Faithfully:*** The student will actively engage in the dynamic interactive process, both intrapersonal and interpersonal, with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication which conveys information, thoughts, actions, and feelings through the use of verbal and nonverbal skills.
- ***Follow Faithfully:*** The student will integrate the ordinary work\* by complying with and adhering to regulatory and professional standards (e.g., American Nurses Association Code of Ethics, The California Board of Registered Nursing, Scope of Nursing Practice, PLNU School of Nursing Handbook). This includes taking responsibility, being accountable for all actions, and treating others with respect and dignity.
- ***Lead Faithfully:*** The student will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g., illness, injustice, poverty). The student will model the need for "Sabbath Rest" as a means of personal renewal, and true care of self, so that service to others is optimally achieved. The student will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, and discernment.

\*Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work."

**Program Eligibility Master of Science in Nursing (M.S.N.)**

**Registered Nurse (R.N.) Entry Without Bachelor of Science in Nursing Degree (B.S.N.)**

- An Associate Degree in Nursing (ADN) or equivalent degree from a National League for Nursing (NLN), Commission on Collegiate Nursing Education (CCNE) or regionally accredited program (i.e., WASC);
- Current California licensure as a registered nurse;
- At least one year of continuous full-time nursing experience in a United States healthcare facility within the previous five years; current employment strongly recommended;
- Official transcripts from previous colleges and universities. All foreign transcripts must have a course by course evaluation by World Education Services or another member of the National Association of Credential Evaluation Services that includes a degree equivalency and GPA;
- A college grade-point average of 3.000 (candidates with a grade-point average of 2.700 to 2.999 may be considered under the Exceptions Policy - see Admission Requirements and Procedures, Admission under Exception);
- A completed university application (available on the website);
- Two professional recommendations (professional recommendation form available on the website);
- A completed School of Nursing graduate program application;
- A personal essay of 250 words demonstrating graduate level writing skills and the importance of graduate study to the applicant;
- An interview with the graduate nursing selection committee;
- Basic computer literacy which includes knowledge of Explorer, Word, Outlook, PowerPoint, APA, and the ability to perform an Internet database search.
- A BSN is not granted.

**Registered Nurse (R.N.) with a Bachelor of Science in Nursing (B.S.N.)**

- A Bachelor of Science in Nursing degree from a National League for Nursing (NLN) or Commission on Collegiate Nursing Education (CCNE) or regionally accredited program (i.e., WASC);
- Current California licensure as a registered nurse;
- At least one year of continuous full-time nursing experience in a United States healthcare facility within the previous five years; current employment strongly recommended;;
- Official transcripts from previous colleges and universities. All foreign transcripts must have a course by course evaluation by World Education Services or another member of the National Association of Credential Evaluation Services that includes a degree equivalency and GPA;
- An undergraduate grade-point average of 3.000 (candidates with a grade-point average of 2.700 to 2.999 may be considered under the exceptions policy - see below);
- A completed university application (available on the website);
- Two professional recommendations (use professional recommendation form on the website);
- A completed School of Nursing graduate program application;
- A personal essay of 250 words demonstrating graduate level writing skills and the importance of graduate study to the applicant;
- An interview with the graduate nursing selection committee;
- Basic computer literacy which includes knowledge of Explorer, Word, Outlook, PowerPoint, and the ability to perform an internet database search; and
- Completion of baccalaureate courses in nursing research, statistics, nursing leadership, and community health nursing.

## **English Language Requirements**

A satisfactory command of the English language is required for admission to the Graduate School of Nursing. All applicants whose native language is not English, must meet this requirement - including international applicants, permanent residents, immigrants, and transfer students who are not citizens of the United States on the date of admission. A Test of English as a Foreign Language (TOEFL) is the measure of competency. The test must have been taken within the past two years with minimum scores of:

- 550 for the paper-based test
- 80 for the internet- based test with a minimum section requirement score of 20 in reading, listening, speaking, and writing. Only the following countries are exempt from proof of English proficiency: Australia, Canada, Ireland, United Kingdom, and New Zealand.

## **Other Provisions**

To satisfy the requirements of the university's clinical agencies, upon acceptance into the program students are required to provide copies of the following documentation:

- Current California licensure as a registered nurse;
- Current Healthcare Provider CPR certificate from the American Heart Association;
- Completed School of Nursing Health Form Packet with officially documented proof of immunizations;
- Current TB screening upon admission into the program (2 step process);
- Current HIPAA certificate;
- Infection Control Module; and
- Background check and drug screening (failure to pass this may result in an inability to complete the program).

Per agreement with the San Diego Nursing Service Education consortium and affiliated hospitals, a background check and drug screening is required prior to the student's first clinical experience. If a red flag occurs from either the background check or drug screening, this may result in immediate dismissal from the program.

**NOTE for non-enrolled students taking graduate courses:** we recommend allowing non-Bachelor prepared students to take 5000-level classes and Bachelor prepared students to take 6000-level classes that do not have the clinical component.

## Exceptions Policy

Applicants who do not meet the above eligibility standards, but who can demonstrate an exceptionally rich experiential background and/or demonstrate dramatic change in academic performance, may petition the School of Nursing to review their status (see Admission Requirements and Procedures, Admission under Exception).

## Academic Performance

### Satisfactory Academic Performance

Satisfactory academic performance is defined as meeting all of the following:

- letter grade of "B-" (81%) or higher in all required theory and elective courses.
- grade of "Credit" in all clinical residency courses.
- minimum GPA of 3.000 on a 4.000 scale in all required courses.

### Repeatability and Academic Status Progression

***Satisfactory completion of all courses is required in the MSN program of study.***

Students must repeat any course in which they fail to receive a minimum grade of "B-" or "Credit." If a course must be repeated, the following requirements will apply:

- A required theory or elective MSN course may be repeated only once.
- No more than two total required theory or elective MSN courses may be repeated.
- ***Student may not continue with any academic or clinical coursework*** until notified by the Program Director of their status in the School of Nursing.

Students should refer to the Graduate and Professional Studies Handbook for academic status progression policy (e.g., probation and dismissal).

### Academic Honesty

***In matters related to integrity***, such as those listed below, students may be placed on ***probation*** by the SON graduate faculty or be recommended to the Vice Provost for Academic Administration for ***dismissal*** from the program:

- inappropriate clinical judgment (e.g. SON policy violation, HIPAA violations);
- violation of Academic Honesty;
- other situations that compromise the PLNU University Student Conduct policy (refer to the Graduate and Professional Studies Student Handbook) or the School of Nursing Values and policies (refer to the School of Nursing Graduate Student Handbook), such as the ANA Code of Ethics CA Nurse Practice Act.

## Graduation Requirements

In order to earn and receive a Master of Science in Nursing degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online);

2. Completion of the approved graduate program, including a comprehensive exam.
  - 38-39 units for B.S.N. entry
  - 49-50 units for R.N. entry
3. A cumulative grade-point average of 3.000 or higher. A minimum grade of B- is required to progress in the program. Students needing to repeat more than two courses may not progress in the program and may be dismissed; and
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.
5. All Comprehensive Exams must be submitted within 1 year from when the exam was originally due. Failure to meet this requirement will result in dismissal from the program.
6. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

### Core Courses for R.N. to M.S.N.

For those entering the program with an R.N. (without a B.S.N.), the three (3) courses below must be successfully completed before advancement in the M.S.N. GNSG 6000-level courses. The courses must be taken in order and outside transfer is not accepted. These courses are not required for those entering with a B.S.N.

- GNSG 5001 - Writing and Research (3)
- GNSG 5045 - RN-MSN Transition I (4)
- GNSG 5046 - RN-MSN Transition II (4)

Total: 11 Units

### Core Courses (Required for All M.S.N. Students)

All 6000-level GNSG coursework, with the exception of GNSG 6007, MUST be completed before beginning GNSG 6095A. GNSG 6007 may be taken concurrently with GNSG 6095A.

GNSG 6022 must be successfully completed during the semester immediately prior to GNSG 6095A. If GNSG 6022 has been successfully completed in an earlier semester for credit, then GNSG 6022 must be audited during the semester immediately prior to GNSG 6095A.

- GNSG 6002 - Following Faithfully: Servant Leadership (2)
- GNSG 6005 - Advanced Assessment and Health Promotion Across the Lifespan (2.5)
- GNSG 6005L - Advanced Assessment and Health Promotion Across the Lifespan Practicum (0.5)
- GNSG 6006 - Advanced Pathophysiology (3)
- GNSG 6007 - Advanced Pharmacology (3)
- GNSG 6020 - Research Inquiry and Theory (3)
- GNSG 6022 - Evidence Based Practice Process (2)
- GNSG 6095A - Comprehensive Exam A (.5)
- GNSG 6095B - Comprehensive Exam B (.5)
- GED 6070 - Applied Psychology of Learning (3)

*Required of all students not pursuing a CNS additional option.*

- GNSG 6020L - Research Inquiry and Theory Practicum (0.5)
- GNSG 6030 - Educating Nurses for Radical Transformation (3)
- GNSG 6030L - Educating Nurses for Radical Transformation Practicum (0.5)

## Master of Science in Nursing

To complete the master's degree without a specialization, the candidate will select 14-15 units from the following courses to "build" a program to fulfill their professional goals. If a concentration in Business or Education is desired, a minimum of eight of these 14-15 units must be from BUS, GED (Graduate Education), or Graduate Nursing equivalent courses specific to the desired concentration.

- BUS 6045 - Leadership (3)
- BUS 6050 - Operational Excellence (3)
- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)
- BUS 6078 - Applied Innovation (3)
- BUS 6087 - Healthcare Financial Management (3)
- CMI 6062 - Leadership and Ministry (3)
- CMI 6076 - Christian Mission in Local Contexts (3)
- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6030 - Assessment and Design of Hybrid and On-Line Learning (3)
- GED 6037 - Development and Implementation of Hybrid and On-line Learning (3)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GEL 6005 - Organizational and Systems Leadership (3)

Total M.S.N. units (R.N. entry) 49-50

Total M.S.N. units (B.S.N. entry) 38-39

## Clinical Nurse Specialist Courses

These courses will assist the student in preparing for various aspects involved in the role of the Clinical Nurse Specialist (CNS) based on the spheres of influence and clinical specialty. An overview of advanced practice roles and their implementation and utilization in health care systems will be explored. The investigation of issues and trends related to quality, legislation, policy, and reimbursement as they affect advanced nursing practice will be emphasized.

The CNS Role practicum hours will allow the student to apply and master the role of the CNS within a variety of specialty specific clinical settings. A foundation of 500 clinical hours are acquired.

- GNSG 6000 - CNS Role Acquisition (2)
- BUS 6087 - Healthcare Financial Management (3) **OR** Graduate Nursing equivalent course
  
- GNSG 6024 - Adult/Gerontology Nursing CNS Role Acquisition (2)
- GNSG 6024B - Adult Gerontology Theory: Prevention, Wellness Across the Continuum (Optional for A/G National Certification) (2)
- GNSG 6024L - Adult/Gerontology Practicum (1-3) (12 units required)
  
- GNSG 6025 - Pediatric Nursing CNS Role Acquisition (2)
- GNSG 6025L - Pediatrics Role Practicum (1-3) (12 units required)

- GNSG 6026 - Family/Individual Health Nursing CNS Role Acquisition (2)
- GNSG 6026L - Family/Individual Health Role Practicum (1-3) (12 units required)

Total Required Clinical Hours for M.S.N. with CNS (500)

Total M.S.N. with CNS (R.N. entry): 50 units

Total M.S.N. with CNS (B.S.N. entry): 39 units

## **Special Education, Master of Arts**

### **Program Description**

The Master of Arts degree in Special Education is an advanced academic degree. A Clear Education Specialist credential may be completed within this degree with an additional three (3) units. One of the following Added Authorizations is included within the degree: Adapted Physical Education (APE), Autism Spectrum Disorder (ASD), Early Childhood Special Education (ECSE), Emotional Disturbance (ED), Other Health Impairment (OHI), Orthopedic Impairment (OI), and/or Traumatic Brain Injury (TBI). A total of 36 semester units are required for the degree. The curriculum provides a deeper specialization in contemporary issues in the field of special education.

### **Program Learning Outcomes**

The program learning outcomes for the M.A. in Special Education are built on and related to the School of Education outcomes that are symbolized in three themes: equip, transform, and empower. The M.A. in the Special Education program then applies these major themes to this program.

*Candidates who complete the Master of Arts in Special Education program will be able to:*

#### ***Equip***

- Promote the success of all students by being a servant leader that serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

#### ***Transform***

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice within the classrooms, schools, districts, and communities.
- Apply faith-based influences and beliefs within educational organizations.

#### ***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth.
- Serve as research-based transformational leaders within their classrooms, schools, districts, and communities.

### **Program Eligibility to the Master of Arts in Special Education**

- Education and Grade-Point Average: Candidates must have completed a baccalaureate or higher degree from a regionally accredited college or university. A cumulative undergraduate grade point average of 3.000 is required to be admitted into the Master of Arts in Special Education program. Candidates with a cumulative grade point average less than 3.000 may apply for "Admission under Exception;"

- Two or more letters of recommendation from appropriate persons who have the knowledge of the applicant's character and ability to work with children or youth. (References from friends or relatives are not appropriate.);
- Master of Arts in Special Education interview: All candidates must complete a personal interview with an admissions chair.

## Graduation Requirements

In order to earn and receive a Master of Arts in Special Education degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Records Office, Point Loma campus);
2. Satisfactory completion of the prescribed course of study with a cumulative grade-point average of 3.000 or higher and no grade lower than a C in any course;
3. Completion of the approved graduate program consisting of a minimum of 36 units;
4. Recommendation from the program coordinator;
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
6. All requirements for graduate degrees must be completed within an eight (8)-year period from the time of initial enrollment in the program.

The Master of Arts in Special Education builds on the foundation of the Preliminary Education Specialist credential and the Council for Exceptional Children's Professional Standards. Candidates develop advanced level knowledge, skills, and dispositions aligned with professional standards and directly apply research-based theory and "best practices" as they teach students with special needs in their own classrooms.

The Clear Education Specialist credential requirements can be incorporated into this advanced degree and are strategically aligned and blended with Induction requirements to equip special education to address the Clear (Level II) credential proficiency requirements as they complete their Induction requirements.

Up to six (6) units of post-baccalaureate coursework aligned with the course of study below may be transferred from other institutions toward this degree. Candidates seeking transfer credit should make this request during the first semester of enrollment. Candidates who completed their preliminary Education Specialist, Mild/Moderate credentials through PLNU may apply up to 12 units of this coursework toward the MA in Special Education. Candidates who completed their preliminary Education Specialist, Moderate/Severe credentials through PLNU may apply up to 12 units of this coursework toward the MA in Special Education. Candidates who completed both their preliminary Education Specialist, Mild/Moderate and Moderate/Severe credentials through PLNU may apply up to 15 units of this coursework toward the MA in Special Education.

## Requirements

- GED 6022 - Advanced Special Education Assessment and Analysis of Behavior (3)  
*(Not required if Candidate seeks Ed Specialist Clear credential)*
- GED 6050 - Universal Access: Equity for All Students (3)
- GED 6056 - Shared Leadership, Legislation, and Due Process (2)

Choose one set (4 units):

- SPE 6051 - Methods of Teaching Students with Emotional and Behavioral Disorders (4)
- SPE 6052 - Methods of Teaching Students with Autism Spectrum Disorder (4)
- SPE 6053 - Methods of Teaching Students with Traumatic Brain Injury (4)
- SPE 6054 - Methods of Teaching Students with Other Health Impairments (4)
- SPE 6057 - Adapted Physical Education Methods and Inclusive Strategies (4)
- SPE 6060 - Methods of Teaching Students with Orthopedic Impairments (4)

- SPE 6061 - Early Childhood Special Education Curriculum and Services (4)

Total Core Units: 9-12

- GED 6059 - Independent Studies in Education (2)
- GED 6072 - Philosophy in Education (3)
- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

For Candidates seeking Ed Specialist Clear Credential

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 (3) *Offered in one (1) unit increments in concurrent semesters*
- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 (3) *Offered in one (1) unit increments in concurrent semesters*

Total Required: 21-24 Units

Approved Coursework

Candidates with their preliminary credential coursework from PLNU may apply up to 12 units of approved coursework toward their Master of Arts in Special Education degree.

Electives:

- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6042 - Teaching Strategies for English Learners (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6075 - Family Systems (3)

Total: 36 Units

39 units with Clear Education Specialist credential included

### Added Authorizations in Special Education

Complete the following two (2) courses and choose a specific area to fulfill the authorization

- GED 6056 - Shared Leadership, Legislation, and Due Process (2)  
*Choose one:*
- GED 6050 - Universal Access: Equity for All Students (3)  
*OR*
- GED 6022 - Advanced Special Education Assessment and Analysis of Behavior (3)

Adapted Physical Education (APE) Added Authorization

- SPE 6057 - Adapted Physical Education Methods and Inclusive Strategies (4)

### Autism Spectrum Disorders (ASD) Added Authorization

- SPE 6052 - Methods of Teaching Students with Autism Spectrum Disorder (4)

### Early Childhood Special Education (ECSE) Added Authorization

- SPE 6061 - Early Childhood Special Education Curriculum and Services (4)

### Emotional and Behavior Disorders (ED) Added Authorization

- SPE 6051 - Methods of Teaching Students with Emotional and Behavioral Disorders (4)

### Orthopedic Impairments (OI) Added Authorization

- SPE 6060 - Methods of Teaching Students with Orthopedic Impairments (4)

### Other Health Impairment (OHI) Added Authorization

- SPE 6054 - Methods of Teaching Students with Other Health Impairments (4)

### Traumatic Brain Injury (TBI) Added Authorization

- SPE 6053 - Methods of Teaching Students with Traumatic Brain Injury (4)

## **Credential**

### **Clear Administrative Services Credential**

#### **Program Description**

The Clear Administrative Services Credential program builds upon the preliminary administrative credential and prepares school administrators to establish and sustain a vital learning community that supports powerful teaching and learning for the success of all students. This is an *evidence-based program*. Candidates develop a plan for their graduate level coursework and fieldwork, building on the evidence of prior knowledge, skills, and dispositions that they bring into the program. This program is aligned with the California Professional Standards for Educational Leaders (CPSELs).

All instructors are veteran school leaders with decades of experience as principals and district office administrators. Their background and experiences are diverse and include schools and districts with special needs in Title I, Program Improvement, Curriculum Audits, diverse demographic, language and socio-economic populations.

#### **Program Learning Outcomes**

*Candidates who complete the Clear Administrative Service Credential program will be able to:*

*Equip:* Promote the success of all students by:

- Demonstrating an understanding of the greater political, social, economic, legal, and cultural context;
- Responding to and influencing the greater political, social, economic, legal, and cultural context; and

- Demonstrating the development of professional leadership capacity.

**Transform:** Promote the success of all students by:

- Responding to diverse community interests and needs;
- Collaborating with families and community members; and
- Modeling a personal code of ethics.

**Empower:** Promote the success of all students by:

- Facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community;
- Advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff development and growth; and
- Ensuring management of the organization, operation, and resources for a safe, efficient, and effective learning environment.

## Admission Requirements

### Admission to the University

Candidates are eligible to be considered for the Educational Leadership programs when the following conditions are met:

- Application;
- Two (2) letters of recommendation;
- Application fee;
- Official transcripts showing completion of a baccalaureate or higher-level degree from an institution that is accredited by a regional accrediting association;
- Overall university grade-point average (GPA) of 3.000 or better on a four-point scale - a cumulative GPA of 3.000 alone does not guarantee acceptance into the program;
- Submission of CBEST or equivalence;
- An interview with the area Program Admissions Chair;
- Formal acceptance to PLNU as a student.

### Program Admission Requirements

- Verification and Passage of the CBEST (credential students)
- Writing sample indicating graduate level writing ability. Writing sample should be in the form of an essay and respond to the following prompts:
  - Describe your professional career goals;
  - Describe the experience that helped you determine these goals. You may want to include multi-cultural and professional experiences; and
  - Explain why you are applying to a Christian graduate program.
- Verification of Experience (clear credential candidates only)
- Verification of teaching and/or administrative credentials held

### Required Courses for the Clear Administrative Services Credential

- GED 7001A-D - Individualized Coaching and Induction Plan 1 ***A-D for 1 unit each***
- GED 7002A-D - The California Professional Standards for Educational Leaders: Inquiry Modules 1 ***A-D for .5 unit each***

*Six (6) modules are developed around the California Professional Standards for Educational Leaders (CPSELs); practicing administrators complete a site-based inquiry in each of the six (6) standards.*

- GED 7003A-D - Individualized Coaching and Induction Plan 2 ***A-D for 1 unit each***
- GED 7004A-D - The California Professional Standards for Educational Leaders: Inquiry Modules 2 ***A-D for .5 units each***

*Six (6) modules are developed around the California Professional Standards for Educational Leaders (CPSELs); practicing administrators complete a site-based inquiry in each of the six (6) standards.*

Credential Total: 12 Units

## **Preliminary Administrative Services Credential**

The Preliminary Administrative Services Credential program prepares school administrators to establish and sustain a vital learning community that supports powerful teaching and learning. The twenty-four (24) units of credential coursework are foundational to the thirty-six (36) unit Master of Arts in Education degree with a concentration in Educational Administration. Candidates build their competence as an educational administrator on the evidence of prior knowledge, skills, and dispositions that they bring into the program. The program is aligned with the California Administrator Performance Expectations (CAPEs). On-site fieldwork is an important part of the program and is designed to complement and enhance coursework.

## **Admission Requirements**

Candidates are eligible to be considered for the Educational Leadership programs when the following conditions are met:

- Application;
- Two (2) letters of recommendation;
- Application fee;
- Official transcripts showing completion of a baccalaureate or higher-level degree from an institution that is accredited by a regional accrediting association;
- Overall university grade-point average (GPA) of 3.000 or better on a four-point scale - a cumulative GPA of 3.000 alone does not guarantee acceptance into the program;
- Submission of CBEST or equivalence;
- An interview with the area Program Admissions Chair;
- Formal acceptance to PLNU as a student.

## **Program Learning Outcomes**

*Candidates who complete the Preliminary Administrative Services Credential will be able to:*

### ***Equip***

- Connect theory to practice and impact students learning in the P-12 learning environment.

### ***Transform***

- Apply real-world leadership skills in the field.

### ***Empower***

- Serve as leaders throughout the state of California.

## **Credential Courses**

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GEL 6003F - Fieldwork and Practicum for Instructional Leadership (CalAPA Cycle 3) (1)
- GEL 6004 - Equitable and Socially Just School Communities (3)
- GEL 6004F - Fieldwork and Practicum for Equitable and Socially Just Communities (1)
- GEL 6005 - Organizational and Systems Leadership (3)
- GEL 6005F - Fieldwork and Practicum for Organizational and Systems Leadership (1)
- GEL 6006 - School Improvement Leadership (APA Cycle 1) (3)
- GEL 6006F - Fieldwork and Practicum for School Improvement Leadership (CalAPA Cycle 1) (1)
- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)
- GEL 6007F - Fieldwork and Practicum for Professional Learning and Growth Leadership (CalAPA Cycle 2) (1)
- GEL 6008 - Ethical and Visionary Leadership (3)
- GEL 6008F - Fieldwork and Practicum for Ethical and Visionary Leadership (1)

Credential Total: 24 units

## The California Administrator Performance Assessments (CalAPA) Requirements

All candidates for the Preliminary Administrative Services Credential must complete all credential program requirements at an approved institution AND earn a minimum score from the California Commission on Teacher Credentialing (CTC) on each of the three (3) California Administrator Performance Assessments (CalAPA) before earning the preliminary administrative credential.

The CalAPA is structured around three (3) full leadership cycles with each of the three (3) cycles containing four distinct components: *Investigate, Plan, Act, and Reflect*. In each of these four steps, candidates must provide evidence of leadership practice according to specific requirements within the respective cycle. Acceptable evidence may be in a variety of forms, including video recordings and written narrative. Each of the major components of the three cycles are supported in PLNU coursework in order to prepare candidates to address the CalAPA.

Candidates pay an assessment fee to the university that includes this cost.

### *Intern Candidates*

Candidates who have an intern contract with a school district must have completed six (6) units of administrative coursework and register for the following course each quad the candidate is serving as an intern.

- GEL 6048 - Administrative Intern Support Seminar

## Preliminary Credentials

Completing credential courses does not guarantee the California Commission on Teacher Credentialing (CTC) will issue a credential. If any requirements for a preliminary credential are altered by the CTC during the candidate's program, the candidate will be held responsible for those requirements in accordance with regulations designated by this accrediting agency.

## Preliminary Teaching Credentials

The School of Education offers a specially designed preliminary teaching credentials approved by the California Commission on Teacher Credentialing:

- **Multiple Subject** teaching credential program is designed for candidates seeking to teach at the elementary grade levels or in P - Adult self-contained, general education classrooms.
- **Single Subject** teaching credential program is designed for candidates seeking to teach at the junior high, middle school, or high school levels or in a departmentalized setting serving grades P - Adult.
- **Mild/Moderate** is one (1) of the two (2) Educational Specialist Preliminary teaching credentials. This authorization is related to services for individuals with a primary disability of specific learning disabilities, emotional disturbance, mild/moderate mental retardation, other health impairment, and autism spectrum disorders within the disability area.
- **Moderate/Severe** authorization is related to services for individuals with a primary disability for autism, moderate/severe disability, emotional disturbance, deaf-blind, and multiple disabilities.

This preliminary credential consists of 23-29 units of coursework and 10 units of clinical practice (student teaching) culminating in a preliminary teaching credential (total: 33-39 units).

The candidate then has the option to finish Phase II of the Master of Arts in Teaching degree.

Phase II usually takes place after a candidate has obtained the preliminary credential and has obtained a first teaching position. Phase II consists of 7-13 units, depending on the program, for a total of 46 units.

## Program Learning Outcomes

*Candidates who complete the Master of Arts in Teaching Preliminary Teaching Credentials and Professional Services Credentials will be able to:*

### **Equip**

- Promote the success of all students by being servant leaders who serve collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

### **Transform**

- Demonstrate the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities; and
- Apply faith-based influences and beliefs within educational organizations.

### **Empower**

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as research-based, transformational leaders within their classrooms, schools, districts, and communities.

## Program Eligibility for the Master of Arts in Teaching and Preliminary Teaching Credentials

- Proof of passage of the California Basic Educational Skills Test (CBEST) or another form of Basic Skills Testing as approved by the California Commission on Teacher Credentialing (CTC).
- Proof of registration for the CSET test.
- Education and Grade-Point Average: Teacher candidates must have completed a baccalaureate or higher degree from a regionally accredited college or university. A cumulative undergraduate grade point average of 3.000 is required in order to be admitted into the M.A.T./credential program. Candidates with a cumulative grade point average lower than 3.000 may apply for "Admission under Exception."
- Two or more letters of recommendation from appropriate persons who have the knowledge of the applicant's character and ability to work with children or youth. (References from friends or relatives are not appropriate.)
- M.A.T. interview: All candidate must complete a personal interview with a program admissions chair.

## Completion Requirements

In order to earn and receive a Preliminary Teaching Credential, a student must satisfy all of the following:

1. A completed Application process with a credential analyst;
2. Satisfactory completion of the prescribed course of study with a cumulative grade-point average of 3.000 or higher;
3. No grade lower than a C in any course;
4. Passage of all assessments as required by the California Commission on Teacher Credentialing (CTC);
5. A recommendation from the program coordinator and director of the regional center;
6. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
7. If opting for a Master of Arts in Teaching, all requirements for graduate degrees must be completed within an eight (8)-year period from the time of initial enrollment in the program.

## Common Courses Required of All Multiple, Single, and Special Education Preliminary Credentials

- EDU 6000 - Foundations of Education and Learning Theory (3)
- EDU 6002 - Foundations of Special Education (3) \*
- EDU 6003 - Classroom Assessment and Research Practices (3)
- EDU 6017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education (.5 - 2)

*Choose one of the following:*

- EDU 6001 - Language Acquisition and Diverse Populations (3) \*
  - EDU 6053 - Principles of Language Acquisition for Students with Moderate/Severe Disabilities (3)
- \*\*

Total Common Courses Required for All Preliminary Credentials: 14 Units

Note(s):

\*Course requires 20 clock hours of observation and participation specific to culturally and linguistically diverse learners in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse in a culturally diverse and inclusive school setting.

*Teacher Education candidates who have completed fourteen (14) units of Education coursework at Point Loma Nazarene University required for their bachelor's degree may complete the remainder of the teaching credential within the Master of Arts in Teaching degree, requiring the addition of the Reading and Literacy Added Authorization nine (9) units and six (6) elective units to complete the M.A.T. degree.*

## Preliminary Multiple Subject Teaching Credential and Intern Program

A Multiple Subject Teaching Credential enables a candidate to teach in a self-contained (P-Adult) classroom in California. Candidates receive coursework in educational research and theory as well as methodology in reading, language arts, and mathematics. Credential requirements are subject to change based on state and federal requirements which supersede any existing catalog requirements.

*Candidates for the Multiple Subject credential must complete the 14 units listed in the Core Courses.*

## Multiple Subject Specific Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6011 - Interdisciplinary Approaches to Teaching in the Content Areas (3)
- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3) \*\*

### Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

\*\*Course requires 20 clock hours of observation and participation specific to math instruction in a culturally diverse and inclusive school setting.

## Clinical Practice for Multiple Subject

Clinical Practice is the culminating experience in which candidates work full time in classrooms under the guidance of cooperating teachers in public or private schools assigned by the field experience coordinator at the regional center.

### Traditional Candidates take:

- EDU 6030 - Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6034 - Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

### OR Candidates who are under an intern contract with a school district take:

- EDU 6032 - Intern Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6036 - Intern Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*

- EDU 6048 - Intern Support Seminar (3)

Total Multiple Subject Clinical Practice Courses: 10-28 Units

Total Courses Required for M.A.T. Phas I for Multiple Subject Candidates: 33 Units + Up to 18 additional units for interns

## Preliminary Single Subject Teaching Credential and Intern Program

Candidates for the Single Subject credential must compete the 14 units listed above under Common Courses.

- EDU 6020 - Literacy Instruction for Secondary Teachers (3) \*
- EDU 6021 - General Methods for Secondary Teachers (3) \*\*

*\*Course requires 20 clock hours of observation and participation specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperative teacher.*

*\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.*

**Choose one of the content-specific pedagogy courses**

*The Single Subject Content Methods courses (EDU6022-6029) consist of 45 hours with a subject specific mentor. Candidates should contact their program advisor about dates for these courses.*

- EDU 6022 - Methods of Teaching Secondary Language Arts (3)
- EDU 6023 - Methods of Teaching Secondary Mathematics (3)
- EDU 6024 - Methods of Teaching Secondary Science (3)
- EDU 6025 - Methods of Teaching Secondary Social Science (3)
- EDU 6026 - Methods of Teaching Secondary Foreign Language (3)
- EDU 6027 - Methods of Teaching Secondary Visual Arts (3)
- EDU 6028 - Methods of Teaching Secondary Physical Education (3)
- EDU 6029 - Content-Specific Pedagogy of Secondary Teachers (3)

*EDU 6029 is offered for content areas that are not listed in EDU 6022-6028 (i.e. Business, Music, Agriculture, and Home Economics)*

Traditional Single Subject Candidates take:

- EDU 6040 - Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6044 - Secondary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*Total: 10 units*

Single Subject Interns

Candidates who are under an intern contract with a school district take:

- EDU 6042 - Intern Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6046 - Intern Secondary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*

- EDU 6048 - Intern Support Seminar (3)

*Total: 10 - 28 units*

*Total Required for Preliminary Credential for Single Subject: 33 units*

**Preliminary Education Specialist (Mild/Moderate) Teaching Credential**

Candidates for the Mild/Moderate Preliminary credential must complete the 14 units listed above under Common Courses in addition to the following:

Mild/Moderate Authorization Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6051 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities (3)

- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)  
*\*Course requires 20 clock hours of participation in classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.*
- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3)  
**OR**
- EDU 6021 - General Methods for Secondary Teachers (3)  
*Total Mild/Moderate Authorization: 15 units*  
*Notes:*  
*\*Course requires 20 clock hours of participation in a classroom specific to math instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of mathematics under the direction of a cooperating teacher.*  
*\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.*

Traditional Mild Moderate Clinical Practice Candidates take:

- EDU 6070M - Special Education Mild-Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6074M - Special Education Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Mild Moderate Intern Candidates who are under intern contract with a school district take:

- EDU 6072M - Intern Mild/Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6076M - Intern Mild/Moderate Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)  
*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*
- EDU 6048 - Intern Support Seminar (3)  
*Total: 10-28 units*

### Preliminary Education Specialist (Moderate/Severe) Teaching Credential

Candidates for the Moderate/Severe Preliminary credential must complete the 14 units listed above under Common Courses.

Requirements:

- EDU 6010 - Methods of Teaching Reading and Writing (3)
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)
- EDU 6054 - Methods of Teaching Students with Moderate/Severe Disabilities (3)
- EDU 6055 - Organization and Management for Success in the Moderate/Severe Classroom (3)  
*Total Moderate/Severe Authorization: 16 units*  
*Students in the Moderate/Severe credential program take EDU 6053 while students in Multiple, Single and Mild/Moderate Credential programs take EDU 6010.*  
*\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperative teacher.*

*\*\*Course requires 20 hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse and inclusive school setting.*

Moderate Severe Traditional Clinical Practice Candidates take:

- EDU 6070S - Special Education Moderate-Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6074S - Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*Total: 10 units*

Moderate Severe Intern Clinical Practice Candidates take:

- EDU 6072S - Intern Moderate/Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6076S - Intern Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*

- EDU 6048 - Intern Support Seminar (3)

*Total: 10-28 units*

*Total Moderate Severe Authorization: 39 units*

**Credential Requirements:**

## **Professional Clear Teaching Credential: Education Specialist**

### **Professional Clear Teaching Credential: Education Specialist**

The Clear Education Specialist credential requirements can be incorporated into this advanced credential and are strategically aligned and blended with Induction requirements to equip special education teachers in Induction programs to address the Clear (Level II) credential proficiency requirements as they complete their Induction requirements.

### **Program Learning Outcomes**

The program learning outcomes for the Clear Education Specialist are built on and related to the School of Education outcomes that are symbolized in these themes: equip, transform, and empower. The Clear Education Specialist program then applies these major themes to this program.

Candidates who complete the Clear Education Specialist program will be able to:

#### ***Equip:***

- Promote the success of all students by being a servant leader that serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

#### ***Transform:***

- Engage of ways of thinking and being to embrace the positive power of diversity and advocacy for universal and social justice within the classrooms, schools, districts, and communities.

- Apply faith-based influences and beliefs within educational organizations.

**Empower:**

- Reflect and engage in on-going scholarly, professional, and spiritual growth.
- Serve as research-based transformational leaders within their classrooms, schools, districts, and communities.

## Program Eligibility

The eligibility requirements are the same for the degree to which the credential program is attached. Please see that degree.

## Credential Requirements

Preliminary Education Specialist Credential holders can earn and receive a Clear credential by completing our CTC-approved Induction program consisting of the following requirements and satisfying all of the following:

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 (3) *Offered in one (1) unit increments in concurrent semesters*
- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 (3) *Offered in one (1) unit increments in concurrent semesters*

*The above are offered in one (1) unit increments in concurrent semesters.*

*Choose one:*

- SPE 6051 - Methods of Teaching Students with Emotional and Behavioral Disorders (4)
- SPE 6052 - Methods of Teaching Students with Autism Spectrum Disorder (4)
- SPE 6053 - Methods of Teaching Students with Traumatic Brain Injury (4)
- SPE 6054 - Methods of Teaching Students with Other Health Impairments (4)
- SPE 6057 - Adapted Physical Education Methods and Inclusive Strategies (4)
- SPE 6060 - Methods of Teaching Students with Orthopedic Impairments (4)
- SPE 6061 - Early Childhood Special Education Curriculum and Services (4)

*Total: 15 units*

- Payment in full of all tuition, fees, and other financial obligations owed to the university.

## Professional Clear Teaching Credential: Multiple Subject or Single Subject

***For: Teachers working in private, charter or public schools who need to complete an Induction program in order to Clear their Preliminary California Teaching Credential.***

The 2042 Clear Credential program requires 12 units of advanced courses and on-site coaching to be taken AFTER completion of the preliminary credential and can be completed in two years. The PLNU Induction program is approved and accredited by the California Commission on Teacher Credentialing (CCTC) to earn the Clear Teaching Credential for the Ryan or 2042 Credential.

A PLNU Credential Analyst reviews the transcripts and credential renewal requirements for each teacher participating in the Partnership Program.

## Program Learning Outcomes

***Candidates who complete the Multiple and Single Subject Clear Credential program will be able to:***

### ***Equip***

- Work collaboratively with school site personnel and university faculty to gain a deepened understanding and competence of effective pedagogy and ability to apply academic instruction that includes universal access and equity for all students.
- Maintain competencies in knowledge, skills, and attitudes that demonstrate the ability to implement the California Standards for the Teaching Profession in order to maximize student success.
- Develop attitudes and skills to effectively communicate with all students - special needs, diverse cultural groups, and second language learners.

### ***Transform***

- Demonstrate how to identify, clarify, and address barriers to student learning while partnering with community resources to achieve academic goals.
- Cultivate ongoing self-evaluation and lifelong learning habits that promote dispositions of noble character.

### ***Empower***

- Honor diversity while using pedagogical skill to implement principles of equity and empowerment.
- Commit to ongoing professional development, a lifestyle of integrity and fairness and the use of high ethical and professional values in the field with administrators, colleagues, parents, and students.

## **Program Eligibility for the Clear Teaching Credential: Multiple Subject or Single Subject**

See the degree to which the credential program is attached.

## **Credential Requirements**

See the degree to which the credential program is attached.

Multiple and Single Subject Preliminary Credential holders can earn and receive a Clear credential by completing our CTC-approved Induction program consisting of the following requirements and satisfying all of the following:

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 **(3) Offered in one (1) unit increments in concurrent semesters**
- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 **(3) Offered in one (1) unit increments in concurrent semesters**  
*Six (6) additional units based on a candidate's Individualized Learning Plan (ILP) might include:*
- GED 6028 - Using Technology to Enhance Teaching and Learning **(2)**
- GED 6028P - Instructional Technology Project **(1)**
- GED 6068 - Advanced Practice for English Learners **(3)**
- GED 6077 - Teaching Strategies for Special Populations **(3)**
- Total Professional Clear Advanced Coursework **(12 semester units)**
- Payment in full of all tuition, fees, and other financial obligations owed to the university.

## **Note(s):**

Elective units toward the Clear Credential are suggested as they meet components of the California Standards for the Teaching Profession. Elective units are ultimately determined by the candidate, their assigned coach, and the program director based on the goals in the Individual Learning Plan (ILP).

The needs of Ryan Credential Candidates are addressed separately if there are CTC requirements beyond those offered above.

Those interested in seeking a Master of Arts in Education in Leadership in Learning in addition to the Professional Clear Credential may apply their Clear coursework to the M.A. degree. This degree requires 36 units (12 courses) of graduate-level work. Candidates usually take six (6) units per semester including summers.

## **Certificate**

### **Graduate Certificates in Business Administration**

The Fermanian School of Business Graduate Certificates are only offered to Fermanian School of Business alumni or in conjunction with select corporate sponsors. A student completing the graduate certificate will earn graduate academic credit that, upon acceptance into the Evening MBA program, can be applied toward the graduate requirements of such program. All students must meet the program eligibility requirements to be accepted into the Evening MBA program. The following three (3) graduate certificates are offered:

- Organizational Leadership
- Innovation and Entrepreneurship
- Project Management

#### **Program Eligibility for Graduate Certificates**

- A completed application for admissions to the certificate program
- Baccalaureate degree from a regionally accredited institution, as evidenced by official transcripts from that institution
- Resume

#### **Certificate Completion Requirements**

- Successful completion of all required courses.
- Achievement of a cumulative GPA of 3.000 or higher. Any course in which a student receives a grade lower than a "C" must be repeated and the units will not be added to the earned units.
- All requirements for the certificate program must be completed within a three year period from the time of initial enrollment in the program.

#### **Organizational Leadership**

##### ***Course Requirements:***

- BUS 6010 - Organizational Behavior (3)
- BUS 6045 - Leadership (3)

##### ***Select six (6) units from the following:***

- BUS 6048I - Leading with Integrity (1)
- BUS 6048S - Leading with Service (1)
- BUS 6048P - Leading with Purpose (1)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6090 - Special Studies in Business Administration (1-3)

***Total: 12 units***

## Innovation and Entrepreneurship

***Course Requirements:***

- BUS 6072 - Developing an Entrepreneurial Mindset (3)
- BUS 6076 - New Venture Creation (3)

***Select six (6) units from of the following:***

- BUS 6055 - Marketing Management (3)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6070 - Financial Management (3)
- BUS 6090 - Special Studies in Business Administration (1-3)

***Total: 12 units***

## Project Management

***Course Requirements:***

- BUS 6067 - Project Management and Communications (3)
- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)

***Select six (6) units from the following:***

- BUS 6050 - Operational Excellence (3)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6090 - Special Studies in Business Administration (1-3)

***Total: 12 units***

## Note:

These graduate certificates are only offered by the Fermanian School of Business in conjunction with select corporate sponsors or to Fermanian School of Business Alumni, including the selection of elective courses within a given certificate.

## Post-M.S.N. Clinical Nurse Specialist Certificate

### Program Overview

The Post-M.S.N. Certification programs are designed to prepare the student to assume the role of Clinical Nurse Specialist. The program is designed for working professionals. Classes are held one to two nights per week and some Saturdays. Clinical Nurse Specialist options are available in the following areas:

- Adult/Gerontology Nursing
- Pediatric Nursing
- Family/Individual Health

### Program Learning Outcomes

***Candidates who complete the Post-M.S.N. Certification programs will be able to:***

- ***Inquire Faithfully:*** The student will demonstrate knowledge, skill and behavior of the evidence-based practice of nursing which integrates growth in reasoning, analysis, decision-making and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and the nursing process.
- ***Care Faithfully:*** The student will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.
- ***Communicate Faithfully:*** The student will actively engage in the dynamic interactive process that is intrapersonal and interpersonal with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication which conveys information, thoughts, actions and feelings through the use of verbal and nonverbal skills.
- ***Follow Faithfully:*** The student will integrate the ordinary work\* by complying with and adhering to regulatory and professional standards (e.g., ANA Code of Ethics, The California Board of Registered Nursing, Scope of Nursing Practice, SON Handbook). This includes taking responsibility, being accountable for all actions and treating others with respect and dignity.
- ***Lead Faithfully:*** The student will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g., illness, injustice, poverty). The student will role-model the need for "Sabbath Rest" as a means for personal renewal, and true care of self, so that service to others is optimally achieved. The student will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, discernment.

\*Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work."

## Program Eligibility for the Post-M.S.N. Certification

- M.S.N. degree from a National League for Nursing (NLN) or Commission on Collegiate Nursing Education (CCNE) or regionally accredited program (i.e., WASC);
- Current California licensure as a registered nurse;
- At least one year of continuous full-time nursing experience in a United States healthcare facility within the previous five years; current employment strongly recommended;
- Official transcripts - B.S.N. and M.S.N. All foreign transcripts must have a course by course evaluation by World Education Services or another member of the National Association of Credential Evaluation Services that includes a degree equivalency and GPA;
- A completed university application;
- Two personal letters of recommendation;
- A completed School of Nursing graduate program application;
- Two professional recommendations;
- A personal essay of 250 words demonstrating graduate level writing skills and the importance of graduate study to the applicant;
- An interview with the graduate nursing selection committee;
- Basic computer literacy which includes knowledge of Explorer, Word, Outlook, PowerPoint, and the ability to perform an internet database search.

## English Language Requirements

A satisfactory command of the English language is required for admission to the Graduate School of Nursing. Applicants, including international applicants, permanent residents, immigrants and transfer students who are not citizens of the United States on the date of admission and whose native language is other than English, must meet this requirement. A test of English as a Foreign Language (TOEFL) is the measure of competency. The test must have been taken within the past two years. The following scores must be met:

- 550 for the paper-based test

- 80 for the internet based test with a minimum section requirement score of 20 in reading, listening, speaking, and writing.

Only the following countries are exempt from proof of English proficiency: Australia, Canada, Ireland, United Kingdom, and New Zealand.

## Other Provisions

To satisfy the requirements of the university's clinical agencies, upon acceptance into the program students are required to provide copies of the following documentation:

- Current California licensure as a registered nurse;
- Current Healthcare Provider CPR certificate from the American Heart Association;
- Completed School of Nursing Health Form Packet with officially documented proof of immunizations;
- Current TB screening upon admission into the program (2 step process);
- Current HIPAA certificate;
- Infection Control Module; and
- Background check and drug screening (failure to pass this may result in an inability to complete the program)

Per agreement with the San Diego Nursing Service Education consortium and affiliated hospitals, a background check and drug screening is required prior to the student's first clinical experience. If a red flag occurs from either the background check or drug screening, this may result in immediate dismissal from the program.

## Completion Requirements

In order to earn and receive a Post-M.S.N. Clinical Nurse Specialist Certificate, a student must satisfy all of the following:

1. Successful completion of all required program courses.
2. A cumulative grade-point average of 3.000 or higher. A minimum grade of B- is required to progress in the program. Students needing to repeat more than two courses may not progress in the program and may be dismissed; and
3. Payment in full of all tuition, fees, and other financial obligations owed to the university.
4. All requirements for the program must be completed within an eight-year period from the time of initial enrollment in the program.

## Core Courses for Post Master's Clinical Nurse Specialist Students

These courses will assist the student in preparing for various aspects involved in the role of the Clinical Nurse Specialist (CNS) based on the spheres of influence and clinical specialty. An overview of advanced practice roles and their implementation and utilization in health care systems will be explored. The investigation of issues and trends related to quality, legislation, policy, and reimbursement as they affect advanced nursing practice will be emphasized.

The CNS Role practicum hours will allow the student to apply and master the role of the CNS within a variety of specialty-specific clinical settings. A foundation of 500 clinical hours are required.

- GNSG 6000 - CNS Role Acquisition (2)
- GNSG 6005 - Advanced Assessment and Health Promotion Across the Lifespan (2.5)
- GNSG 6005L - Advanced Assessment and Health Promotion Across the Lifespan Practicum (0.5)
- GNSG 6006 - Advanced Pathophysiology (3)
- GNSG 6007 - Advanced Pharmacology (3)

*Select one of the following two courses:*

- BUS 6087 - Healthcare Financial Management (3) **OR** Graduate Nursing equivalent course  
**OR**
- GED 6070 - Applied Psychology of Learning (3)

*Complete one of the following clinical specialty course sets:*

- GNSG 6024 - Adult/Gerontology Nursing CNS Role Acquisition (2)
- GNSG 6024B - Adult Gerontology Theory: Prevention, Wellness Across the Continuum (Optional for A/G National Certification) (2)
- GNSG 6024L - Adult/Gerontology Practicum (1-3)
  
- GNSG 6025 - Pediatric Nursing CNS Role Acquisition (2)
- GNSG 6025L - Pediatrics Role Practicum (1-3)
  
- GNSG 6026 - Family/Individual Health Nursing CNS Role Acquisition (2)
- GNSG 6026L - Family/Individual Health Role Practicum (1-3)

Total Required Clinical Hours (500)

## Reading and Literacy Added Authorization

This added authorization is a 9-unit program for credentialed teachers who want specialized certification to teach reading in the PreK-12 setting. The program follows an explicit philosophy and purpose based on current, confirmed replicable and reliable research in literacy as referenced in the California Preschool Learning Foundations and Frameworks (Volume 1) and the California Reading/Language Arts Framework.

Upon successful completion of all coursework, candidates may apply to the California Commission on Teacher Credentialing (CTC) for the Reading and Literacy Added Authorization. Candidates must have completed three years of successful K-12 teaching at the time of submission to CTC for this added authorization. Please contact the credential analyst at the branch campus for further information.

## Program Learning Outcomes

***Candidates who complete the Reading and Literacy Added Authorization will be able to:***

***Equip:*** Maintain competencies in knowledge and skills by demonstration of the following:

1. Utilize research-based instructional practices, intervention models and strategies in reading and language arts to create a culture of literacy for all students.
2. Utilize current research in literacy, state standards, and the application of the teaching model of "plan, teach, reflect, and apply" to maximize student success and to effectively communicate with all students - special needs, diverse cultural groups, and second language learners.

***Transform:*** Promote the success of all students by demonstration of the following:

1. Collect and analyze data to advocate for all students.
2. Cultivate on-going self-evaluation and lifelong learning habits that promote PLNU dispositions of noble character.

***Empower:*** Promote the success of all students by demonstration of the following:

1. Research and identify research-based strategies to help struggling readers.
2. Reflect on the research-based strategies that were applied during intervention and how they had implications for the candidate's instructional practices.

## Program Eligibility for the Reading and Literacy

See the degree to which the certificate program is attached.

## Graduation Requirements

See the degree to which the certificate is attached.

***Candidates complete the following coursework:***

- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)  
*Project must be related to K-12 student reading and literacy.*
- GED 6096 - Advanced Research-Based Literacy Instruction for all Students (3)
- GED 6097 - Advanced Literacy Assessment, Instruction and Intervention for all Students (3)

## Bachelor Degrees - Adult Degree Completion

### Adult Degree Completion

#### 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 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 and BBA from an accredited institution as evidenced by an official transcript sent directly from each college or university attended. (\*)
2. Attain the minimum age of 23, OR minimum age of 21 with an associate's degree, OR minimum age of 21 with significant work experience.
3. Submit an application for admission.

\*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 36 credit hours of general education\*\* 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 6 semester hours must be earned in any of the above areas.

\*\*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 dramatic 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 Graduate 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.

Following the interview, the academic advisor 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.

## Attendance Policy

At Point Loma Nazarene University, we strongly encourage attendance at all scheduled classes. Regular attendance reduces the repetition required in course material and allows the class to run smoothly and progress together as well as increasing the morale of students and instructors alike.

Absences are counted from the first official meeting of the class regardless of the date of the student's enrollment. Consequently, students who register late must monitor carefully their attendance during the remainder of the semester. Registered students who neither attend the first class session nor inform the faculty of their desire to remain in the class may, at the request of the instructor, be dropped from the class.

When the number of accumulated absences in a class, for any cause, exceeds 10% of the total number of class meetings, the faculty member should send an email to the student and the Director of Student Success warning of attendance jeopardy. In the online format, a specific amount of time withdrawn from the class discussion board, as determined by the course's instructor, will correlate to an absence. There are no exceptions to this policy except by previous written agreement with the instructor.

If more than 20% of the total number of class meetings is reported as missed and the student has been notified in writing, the faculty member or Vice Provost for Academic Administration (VPAA) may initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" or "NC" and there will be no refund of tuition for that course.

Exceptions to the foregoing attendance regulations due to extenuating circumstances may be granted only by appeal to the Director of Student Success. Students are responsible to consult the syllabus of each course for specific applications of the above attendance policy.

## Graduation Requirements

In order for a student to receive the bachelor's degree in an adult degree completion program, the following requirements must be met:

1. A total of 120 semester units must be earned with an overall 2.000 grade point average and all general core education requirements met (See Admissions Requirements).
2. Complete all program requirements, with no course grade lower than "C" and minimum resident grade point average of 2.000 for the minimum thirty-six (36\*) units completed in the Point Loma Nazarene University major program. (\*Note: Advanced Standing RN-BSN students must complete 30 units.)
3. In addition to the program units earned through the adult degree completion program, additional semester units must be earned to meet the degree completion requirements of 120 total semester units. A maximum of 24 units can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning recommended for university academic credit by three American Council on Education or the Council on Adult and Experiential Learning (ACE, CAEL - see below) and Military Experience credit (ACE, CAEL - see below)
4. Application for graduation must be made prior to the start of the final semester. Application for graduation must be made prior to the start of the final semester. All program requirements must be complete prior to participation in Commencement ceremonies. If no more than nine (9) units are lacking to complete the required 120 unit minimum, application to participate with a completion plan is possible.
5. All bills paid with the student in good standing.

Notes:

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

## Academic and General Policies

Academic Accommodations  
Academic Behavior Policy  
Academic Honesty  
Academic Standing  
Add/Drop Policy  
Applicable Catalog  
Application for Graduation  
Certificate Requirements  
Class Attendance  
Class Schedules  
Course Grade Appeals  
Course Load  
Course Numbering System  
Course Offerings

Earned Grades Policy  
Education Records (FERPA) and Directory Information  
Examinations  
Grading System  
Graduation Honors  
Independent Study  
Official Catalog  
Online Class Attendance  
Prerequisite/Co-Requisite  
Prior Learning Credit  
State Authorization: Online Courses and Physical Location  
Teach-Out Policy  
Transcripts

Credit Hour Policy  
Curricular Exceptions

Transfer Credit  
Withdrawal and Readmission

## **Applicable Catalog**

Students in continuous enrollment may elect to graduate under the curricular requirements of either the Catalog for the year in which they enter the university or the Catalog of a subsequent year. Those whose enrollment is not continuous (i.e. not enrolled for more than one term) as regular students are subject to the Catalog requirements for the year in which they re-enter the university or that of a subsequent year of enrollment. A student may not combine requirements from two or more catalogs.

## **Maximum and Minimum Course Loads**

The maximum course load for an adult degree completion student is 17 units. Overloads may be carried with the written approval of the Dean of the College of Extended Learning on the recommendation of the academic unit leader. This must be filed with the Office of Records prior to the applicable registration period. If a student has failed a PLNU course or is on academic probation the academic unit leader, in consultation with Student Financial Services, can limit the number of units in a given term. For financial aid purposes, a full-time course load for adult degree completion students is twelve units per semester; a three-quarter course load is nine units; and a half-time course load is six units. For further information regarding financial aid, students should contact their Student Financial Services representative.

## **Transcripts**

A complete and official transcript of coursework is available in the Office of Records. There is a nominal fee for an official transcript. Please contact the Office of Records for more information. By federal law, requests must be accompanied by a written signature. Transcripts may not be released to anyone other than the student except by written authorization. Unofficial transcripts are available from the Office of Records. Forms for ordering both are available on the university website. Current students may print their own unofficial transcripts from the university website. Expedited processing and electronic ordering of transcripts are both available for an additional fee.

## **Course Offerings and Class Schedules**

All course offerings are posted in Workday. The university reserves the right to cancel any class with insufficient enrollment and make necessary changes in its schedule and programs.

## **Course Numbering System**

1000-2099      Lower-division courses open to adult degree completion students  
3000-3099      Upper-division courses open to adult degree completion students

## **Prerequisite/Co-Requisite**

Some courses listed in this catalog stipulate either a prerequisite or a co-requisite. A prerequisite is a condition or requirement that must be fulfilled prior to enrolling in a course, such as a specific student classification, permission of the instructor, or another course. A co-requisite refers to a condition or a requirement that must be met prior to or concurrent with enrollment in a course.

## Credit Hour Policy

According to the United States Department of Education with regard to the credit hour definition, one semester unit represents an hour (minimum fifty minutes) of class time per week for at least 15 weeks (Carnegie definition). Two hours of preparation are normal for each hour of class.

Face-to-face instructional hours are equivalent to the following:

- 1 credit hour = 750 minutes instructional time
- 2 credit hours = 1500 minutes
- 3 credit hours = 2250 minutes
- 4 credit hours = 3000 minutes

Web-Facilitated courses use web based technology to facilitate what is essentially a face-to-face course. These offerings can be up to 25% online/web based work.

Hybrid or Blended courses use online and face-to-face delivery. A substantial proportion of the content (between 26% and 79%) is delivered online, and it typically uses online discussion and has a reduced number of face-to-face meetings.

Online courses have the majority of content online and typically do not have face-to-face meetings.

Academic unit leadership will monitor the unit of credit policy through the course syllabus, schedule, and faculty governance policies and procedures.

## State Authorization: Online Course Enrollment and Physical Location

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct educational activities regulated by that state. In certain states and U.S. Territories outside California, Point Loma Nazarene University is not authorized to enroll online students. Students not residing in California are required to update their physical locations, and must also report whether they plan to travel or move during an online course. The definition of physical location and the policy on monitoring physical location are noted below.

### ***Definition of Physical Location***

The physical location of each student enrolled at the University is defined as physical location, not state of residency. Physical locations are reported and monitored during the Admissions process, Registration process, and online course enrollment.

### ***Policy on Monitoring Physical Location***

Students must disclose their physical locations to the Office of Records prior to program and online course enrollment, and disclose any changes in their physical locations to PLNU during enrollment.

## Add/Drop Policy

*Adding a Class.* The deadline for students to register for courses is prior to the first day of class. Exceptions to this deadline will only be considered if students have extenuating circumstances beyond their control with the approval of the school dean/department chair and the Dean of the College of Extended Learning. Documentation is then filed with the Office of Records.

*Dropping a Class.* Students may drop a course through the first 50% of the period of offering; enrollment will be deleted from the student's permanent record. After that, a student with extenuating personal circumstances may request permission of the program director to withdraw from the course. If approved, a W will appear on the transcript with no impact on the GPA. If the petition is not approved or not submitted, the grade of WF will be assigned or a letter grade

in accordance with the grading policy noted in the syllabus as determined by the instructor of record. Students should consider refund and transcript implications when dropping a class.

## **Academic Honesty**

The Point Loma Nazarene University community holds the highest standards of honesty and integrity in all aspects of university life. Any violation of the university's commitment is a serious affront to the very nature of Point Loma's mission and purpose.

Violations of academic honesty include cheating, plagiarism, falsification, identity fraud, aiding academic dishonesty, and malicious interference.

*Cheating* is the use of unauthorized assistance that results in an unfair advantage over other students. It includes but is not limited to: bringing and/or using unauthorized notes, technology or other study aids during an examination; looking at other students' work during an exam or in an assignment where collaboration is not allowed; attempting to communicate with other students in order to get help during an exam or in an assignment where collaboration is not allowed; obtaining an examination prior to its administration; allowing another person to do one's work and submitting it as one's own; submitting work done in one class for credit in another without the instructor's permission.

*Plagiarism* is the use of an idea, phrase, or other materials from a source without proper acknowledgment of that source. It includes but is not limited to: the use of an idea, phrase, or other materials from a source without proper acknowledgment of that specific source in a work for which the student claims authorship; the misrepresentation and/or use of sources used in a work for which the student claims authorship; the use of papers purchased online as all or part of an assignment for which the student claims authorship; submitting written work, such as laboratory reports, computer programs, or papers, which have been copied from the work of other students, with or without their knowledge and consent.

*Falsification* is the alteration of information or forging of signatures on academic forms or documents. It includes but is not limited to: using improper methods of collecting or generating data and presenting them as legitimate; altering graded work and submitting it for re-grading; falsifying information on official academic documents such as drop/add forms, incomplete forms, petitions, recommendations, letters of permission, transcripts or any other university document; misrepresenting oneself or one's status in the university.

*Academic identity fraud* is the act of allowing a person to impersonate the registered student, by doing the academic work and by submitting it as if it were the work of the registered person. This encompasses both face to face and online environments. It includes, but is not limited to: having another person complete a course assignment, take an examination, respond to discussion board questions, or complete any kind of academic exercise on behalf of the registered student. In such cases, it may be considered collusion to commit fraud on the part of both parties.

*Aiding academic dishonesty* is assisting another person in violating the standards of academic honesty. It includes but is not limited to: allowing other students to look at one's own work during an exam or in an assignment where collaboration is not allowed; providing information, material, or assistance to another person knowing that it may be used in violation of academic honesty policies; providing false information in connection with any academic honesty inquiry.

*Malicious intent* is misuse of academic resources or interference with the legitimate academic work of other students. It includes but is not limited to: removing books, journals, or pages of these from the library without formal checkout; hiding library materials; refusing to return reserve readings to the library; damaging or destroying the projects, lab, or studio work or other academic product of fellow students.

A student remains responsible for the academic honesty of work submitted in PLNU courses and the consequences of academic dishonesty beyond receipt of the final grade in the class and beyond the awarding of the diploma. Ignorance of these catalog policies will not be considered a valid excuse or defense. Students may not withdraw from a course as a response to a consequence.

### ***Response Procedure for First Offense***

The following response procedure must be used by faculty or administrators who discover a violation of academic honesty in current or previous courses.

1. *Fact-Finding*: The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications*: The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The program director or dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty. If so, the faculty member, program director, and dean should follow the process outlined below under *Repeat Offense(s)*. Otherwise, continue to follow the below response procedure.
3. *Notice of Decision to Student*: Once the violation is discovered, the instructor will send a written communication to the student regarding the incident and the consequences. Instructors can give students an "F" on a specific assignment or an "F" in the course as a consequence of a violation of academic honesty. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog. The communication should also inform the student that (i) a repeated violation of academic honesty may result in probation, suspension, administrative withdrawal or expulsion from the university, and/or (ii) depending on the gravity of the offense, a first violation of academic honesty may also result in probation, suspension, administrative withdrawal or expulsion from the university, in the discretion of the Vice Provost for Academic Administration (see No. 5 below). In cases of academic identity fraud, the violation(s) could be interpreted as a criminal offense and could result in administrative withdrawal from Point Loma Nazarene University.
4. *Notice to PLNU Administration*: The instructor must send in writing a report of the incident to the program director, school or college dean, and the Vice Provost for Academic Administration. The report should include a description of the violation, the action taken, and evidence of the violation. The official record of the incident and any appeals is maintained by the Office of the Vice Provost of Academic Administration.
5. *Further Action*: Upon receiving notice from the instructor of a violation of academic honesty, the Vice Provost for Academic Administration may, in his/her discretion, based on the gravity of the offense and its surrounding circumstances, determine to impose additional consequences on the student, including without limitation probation, suspension, administrative withdrawal or expulsion from the university. If the Vice Provost for Academic Administration takes such further action, he/she shall notify the student in writing within 48 hours (during standard, non-holiday, business/school days) of receiving the instructor's decision.

### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *School or College Dean*: The student should present an appeal of the penalty in writing within 48 hours (counting non-holiday, business/school days) upon receiving the instructor's decision or the Vice Provost for Academic Administration's decision, whichever is later, including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration who will send the appeal to any two school or college deans. The deans will review the appeal and send a written ruling to the student, instructor, and Vice Provost for Academic Administration. The appeal decision reached by the deans is final.

### ***Response Procedure for Repeated Offense(s)***

The following response procedure must be used by faculty or administrators who discover a repeated offense of a violation of academic honesty in current or previous courses.

1. *Fact-Finding:* The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications:* The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty.
3. *Initial Notice to Student:* If a prior offense of academic dishonesty has been noted, the school or college dean must notify the student in writing that such prior offense(s) will be discussed and evaluated by the dean when considering the consequence that should be imposed with respect to the current offense.
4. *Evaluation:* The program director and school or college dean must consult with the instructor about the current incident of academic dishonesty and the instructor's recommendations regarding the consequences for the current violation. The program director or dean may also, in his/her discretion consult with the Vice Provost of Academic Administration or others in order to evaluate the current incident and any prior offenses of academic dishonesty committed by the student for purposes of determining the appropriate consequences to impose for the current offense. Depending upon the seriousness of the incident or pattern of incidents of academic honesty violations and the circumstances surrounding the current and prior offenses of academic dishonesty, such consequences may include, without limitation, probation, suspension administrative withdrawal or expulsion from the university.
5. *Notice of Decision to Student:* The dean will communicate his/her decision and the consequences in writing to the student. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog.

### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of a repeated offense(s) of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *Neutral Dean:* The student should submit to the Vice Provost for Academic Administration a written appeal of the dean's decision including all document and evidence supporting the appeal within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision. The Vice Provost for Academic Administration will select a neutral academic dean to review the appeal. This dean will send a written notice of the decision on the appeal to the student, instructor, original dean, and Vice Provost for Academic Administration.
2. *Administrative Committee:* If the student isn't satisfied with the dean's decision from Step 1 above, the student may submit a further written appeal including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision on the appeal. The Vice Provost for Academic Administration will distribute the appeal to an administrative committee comprising two uninvolved deans, a member of the Graduate and Extended Studies Committee appointed by the Provost, and the Vice Provost for Academic Administration or designee. The appeal decision reached by this committee is final.

## **Class Attendance**

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. Therefore, regular attendance and participation in each course are minimal requirements. Absences are counted from the first official meeting of the class regardless of the date of the student's enrollment. If more than 20 percent of the classes are reported as missed, the faculty member may initiate the student's de-enrollment from the course without advance notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" or "NC." There are no refunds for courses where a de-enrollment was processed. For the 2020-2021 academic year, if absences exceed twenty (20) percent of the total number of class meetings but are due to university excused health issues, an exception will be granted.

A student who registers late must therefore be exceptionally careful about regular attendance during the remainder of the course. Registered students who neither attend the first class session nor inform the instructor of record of their desire to remain in the class may, at the request of the instructor, be removed from the class roster.

Exceptions to the foregoing attendance regulations due to extenuating circumstances beyond the student's control may be granted only by appeal to the Dean of the College of Extended Learning. Students should consult the syllabus of each course for specific applications of and elaborations on the above attendance policy.

## **Online Class Attendance**

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

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

## **Academic Behavior Policy**

Both faculty and students at Point Loma Nazarene University have the right to expect a safe and ordered environment for learning. Any student behavior that is disruptive or threatening is a serious affront to Point Loma Nazarene University as a learning community. Students who fail to adhere to appropriate academic behavioral standards may be subject to discipline. Although faculty members communicate general student expectations in their syllabi and disruptive student conduct is already addressed in the Undergraduate Student Handbook, the purpose of this policy is to clarify what constitutes disruptive behavior in the academic setting and what actions faculty and relevant administrative offices may take in response to such disruptive student behavior.

"Disruption," as applied to the academic setting, means classroom, instructor or classmate-related student behavior that a reasonable faculty member would view as interfering with or deviating from normal classroom, class-related, or other faculty-student activity (advising, co-curricular involvement, etc.). Faculty members are encouraged to communicate positive behavior expectations at the first class session and to include them in course syllabi. Examples of disruptive classroom or class-related behavior include, but are not limited to:

- persistent speaking without being recognized or interrupting the instructor or other speakers;
- overt inattentiveness (sleeping or reading the newspaper in class);
- inordinate or inappropriate demands for instructor or classroom time or attention;
- unauthorized use of cell phone or computer;
- behavior that distracts the class from the subject matter or discussion;
- unwanted contact with a classmate in person, via social media or other means;
- inappropriate public displays of affection;
- refusal to comply with reasonable instructor direction; and/or
- invasion of personal space, physical threats, harassing behavior or personal insults.

The above types of behavior are prohibited in the classroom, course-related off-campus activities and class-related interactions between students and faculty members or academic administrators. Incidents which involve both academic

and non-academic behavior may result in responses coordinated by the Vice Provost for Academic Administration (VPAA) and the Vice President for Student Development or the Dean of Students.

Civil and polite expression of disagreement with the course instructor, during times when the instructor permits discussion, is not in itself disruptive behavior and is not prohibited.

All students, including students with disabilities, are required to comply with this Academic Behavior Policy and related policies in their respective Student Handbooks, Catalogs and/or faculty syllabi. Students with disabilities, however, may be entitled to receive academic adjustments, modifications or auxiliary aids and services as described below under the "Academic Accommodations" section.

### ***Response Procedure***

The following response procedure is recommended to faculty who witness or experience disruptive behavior, either in the classroom or in contact with an enrolled student outside the classroom. Depending on its severity, disruptive behavior could result in any of the following responses:

1. Verbal and/or written request to stop behavior and warning of potential consequences.
2. Exclusion from the current class period/activity.
3. E-mailed report to Vice Provost for Academic Administration and/or Vice President for Student Development which, may further result in:
  - Filing of report and no further action.
  - Student meeting with VPAA, the Dean of Students and/or the Vice President for Student Development to develop and sign classroom behavior and growth plan detailing appropriate behaviors and consequences for failure to comply.
4. Depending on the frequency and severity of the student behavior, consequences may also include without limitation permanent exclusion from a specific class, suspension, expulsion or administrative withdrawal from the university.

If events occur in classes or off-campus activities after university business hours, faculty should call Department of Public Safety and ask to speak to the highest ranking officer who will notify administrative personnel.

## **Academic Accommodations**

Pursuant to Section 504 of the Rehabilitation Act and other applicable laws, PLNU prohibits discrimination and harassment against a qualified individual with a disability. While all students are expected to meet the minimum standards for completion of each course as established by the instructor, students with disabilities may request academic adjustments, modifications or auxiliary aids/services. The PLNU Disability Resource Center (DRC), located in the Bond Academic Center (DRC@pointloma.edu or 619-849-2533), is the point of contact for disability issues for all PLNU undergraduate and graduate students, including students enrolled at the Mission Valley Campus and College of Extended Learning students enrolled in PLNU courses at Community College satellite campuses.

Current and prospective students seeking an accommodation must follow the reasonable accommodation procedures described in the Disability and Reasonable Accommodations Policy for Current and Prospective Students. After the student files the required documentation, the DRC, in conjunction with the student, will develop an academic adjustment or accommodation plan (AP) to meet that student's specific learning needs. The DRC, in conjunction with the student, will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP will be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

## **Examinations**

Examinations may be deferred due only to illness or other equally valid conditions over which the student has no control. Approval for deferral must occur before the scheduled examination. Faculty and/or the department or school has the authority to grant examination deferral.

## Grading System

Traditional letter grades (A, B, C, D, F) including plus and minus grades are used to indicate the level of scholarship earned for each course. Except for the correction of an error, all traditional letter grades are final at the conclusion of the academic term. Once the degree has been posted on the student's official transcript, no change of grade action is allowed for courses leading to the degree. The grade of 'C' is the lowest grade acceptable for credit.

*[CR] Credit.* The grade utilized for designated courses which are graded on a Credit/No Credit basis. Courses graded Credit are counted toward a student's total number of units but have no grade-point value and no effect on the grade-point average.

*[I] Incomplete.* A grade of Incomplete is given for work which has been completed partially in a satisfactory manner, but which, for valid reasons such as illness or death in the family, is not finished. The grade of I is to be given only on the basis of extraordinary circumstances clearly beyond the student's control. The grade of I is regarded as a deficiency grade and may be removed by the assignment of additional work to make up the deficiency; or, in cases where the incomplete is assigned because of inability to take a final examination, by a special examination. A grade of Incomplete must be made up within two weeks of the end of the course. If the work is not completed, the grade earned will be entered according to completed work for computation into the grade-point average. Until made up, a grade of I is considered as F in determining the student's grade-point average, and eligibility for financial assistance. *Note: Federal fair use policy requires ending access to Canvas resources after three weeks. Instructors should keep this in mind when establishing incomplete grade resolution requirements and deadlines.*

*[IP] In Progress.* A provisional grade assigned to courses, such as fieldwork courses, that extend longer than a term due to the nature of the course requirements. The grade of IP carries no grade points and is replaced by the grade earned when the requirements for the course are properly completed. If the work is not completed within one calendar year from the end of the term date of enrollment, the course registration will be concluded and a grade of No Credit [NC] assigned or a grade based on completed work for computation into the grade-point average.

*[NC] No Credit.* The grade recorded for all non-passing work in those courses graded on a Credit/No Credit basis. The NC grade has no grade-point value and no effect on the grade-point average. In order to complete an NC course to meet degree or credential requirements, including one that was an IP and reverted to NC, a student assigned this grade must register again for the course.

*[W] Withdrawn.* This grade is recorded when a student doing passing work is given permission by the program director to drop a course after the first 50 % of the course (for exceptional circumstances such as personal and family emergency).

*[WF] Withdrawn under failing conditions.* This grade is recorded when a student does not request permission or whose petition to withdraw from a class is denied after 50% of the class has passed. A grade of WF is considered the same as an F in calculating the grade-point average.

*Grade Points.* Letter grades are converted to numerical equivalents for computation according to the following scale.

Courses in which grades of IP, W, CR, and NC are received are not included in determining the grade-point average.

*Minimum Grades Required.* All students admitted to an adult degree completion program must maintain a program (major course of study) grade-point average of 2.000 (C) or better and a cumulative grade-point average of 2.000 (C) or better as a condition of remaining in the program.

Students are required to earn at least a "C" in all program courses to graduate. Students may repeat courses in which they earned a grade lower than a C. If this is done, each grade appears on the transcript, but the lower grade is not used

for grade-point calculation. Only the units associated with the higher grade will be calculated into the total units earned toward graduation. Students receiving Veterans Benefits may not be eligible for benefits when repeating a course.

## Course Grade Appeals

It is the responsibility of the faculty to evaluate student performance and assign grades. The university has established a course grade appeal policy, however, that may be used when a student believes the syllabus was not followed in the grade calculation or if it is thought that grading was done in a capricious and arbitrary manner. The appeal policy does not include student dissatisfaction with a grade based on the faculty member's professional judgment. A Course Grade Appeal Form may be obtained from the Office of Records and must be filed by the last day of the following term in which the grade was given.

## Earned Grades Policy

In addition to completing a course's academic requirements, PLNU's Earned Grades Policy requires that a student's account be substantially paid in full to receive final course grades in a given term. Please review the complete Earned Grades Policy [here](#).

## Certificate Requirements

Optional certificates are offered in some schools or departments. The requirements governing certificates are as follows:

- A certificate is a skill based program responsive to employer and/or market need that supplements a student's graduate or degree completion studies. Point Loma Nazarene University offers certificates which may be one of three types: academic, professional development or attendance certificates.
- Academic certificates will be between six (6) and eighteen (18) graduate level units. Professional development certificates are based on a ten (10) hours per CEU formula. Attendance certificates are awarded on the basis of full session attendance.
- 50% or more of the units being applied to the certificate must be unique to that certificate.
- Only academic certificates that appear in the student's catalog of record may be earned at the point of graduation.
- Students must earn a 3.000 cumulative grade point average for an academic certificate with no grade lower than C.
- Of the total graduate units in the academic certificate, a minimum of two-thirds must be earned in residence.
- Academic certificate programs will state clearly whether they can be applied to a PLNU degree.
- Neither professional development nor attendance certificates can be converted to academic credit or applied to university programs or degrees.

## Independent Study

Independent studies at the university level enable students to enrich their academic experience by pursuing topics and research in a closely supervised program with an academic supervisor. In such a study, a qualified student works with the instructor to develop a plan and syllabus. Adult degree completion students may receive credit for up to six units of independent study to be applied to their degree program. No more than four units may be received from one project or study.

An independent study form and proposal must be submitted with a registration form to the program director, with an approved copy filed with the Office of Records. The independent study must be approved by the instructor, academic unit leader, and the respective dean. Independent study fees may apply depending on circumstances.

## **Prior Learning Credit**

In addition to the program units earned through the adult degree completion program, additional semester units must be earned to meet the degree completion requirements of 120 total semester units. A maximum of 24 units can be evaluated for credit through the following non-traditional methods:

- Testing (CLEP\*, Dantes\*)
- Prior Learning for university academic credit as evaluated by the American Council on Education (ACE) or the Council on Adult and Experiential Learning (CAEL) or the Military Experience credit

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

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. The student is responsible for any costs accrued for completing the evaluation.

\*CLEP and Dantes scores must be presented on original official documents from the issuing entity and are subject to the time limitations that each may place on score availability. (CLEP keeps scores for 20 years, after which time, testing would need to be re-done.)

## **Transfer Credit**

Transfer credit is defined as undergraduate credit earned at other accredited institutions. Students in adult degree completion programs must transfer in a minimum of forty (40) units. At least 36 units must be taken in residence (Thirty (30) units for RN to BSN Advanced Standing students). PLNU will not accept transfer credit from Career or Technical Schools without a thorough evaluation process. Transfer credit from Foreign Institutions will not be accepted without proper transcript evaluation from an accredited Foreign Transcript evaluation service. For transfer coursework to be considered, it must be presented on an original official transcript directly from the issuing institution.

## **Academic Standing**

### **Normal Academic Progress**

The academic progress of all students is reviewed by the Dean of the College of Extended Learning. Those who maintain the minimum required grade-point average are in satisfactory scholastic standing and as such are making progress toward a degree. To remain free of academic probation, students must earn a minimum cumulative grade-point average specified by the program in which they are enrolled. The Adult Degree Completion program requires a GPA of 2.000 for the major course of study, with a minimum grade of C grade counting toward the completion of a program requirement. Consistent with undergraduate degree policy, a cumulative GPA of 2.000 is required for graduation.

### **Unsatisfactory Academic Progress**

Point Loma takes seriously a student's inability to make satisfactory progress toward the goal of a degree. The university works with students placed on academic probation to create links between them, advisors, program directors, and other support staff. Policies concerning students on academic probation are administered by the Dean of the College of Extended Learning.

*Note: Students who receive federal, state, or veterans aid must meet certain qualitative and quantitative standards of academic progress. As a result, it may be possible for a student to be on academic probation at the university but be ineligible for federal, state and veterans aid. Additional information on PLNU's financial aid satisfactory progress policy is available in the PLNU Student Financial Services Office.*

## **Academic Warning**

Students whose semester or session GPA is below acceptable standards may receive a letter of Academic Warning. This includes courses without final grades, such as in progress courses or incomplete courses.

## **Academic Probation Alert**

Students whose cumulative GPA meets the minimum standard for academic good standing, but whose session GPA for a regular semester falls below the program minimum, are placed on alert status. While not technically on academic probation, these students are under the strict supervision of the Office of the Dean of the College of Extended Learning and may be required to repeat courses in which they received a low grade.

## **Academic Probation**

Students whose cumulative GPA falls below minimum standards are placed on academic probation. Probationary students who fail to earn the minimal required session GPA for their program the following semester are disqualified from continuing at the university.

## **Continuance on Academic Probation**

Students who are on probation and earn at least the required GPA for their program during the current session, but whose cumulative GPA is below that standard, may be continued on academic probation at the discretion of the Vice Provost for Graduate and Professional Services, considering all factors. These students are under the strict supervision of the Office of the Vice Provost for Graduate and Professional Services.

## **Academic Disqualification**

Students whose cumulative GPAs fall below the minimum requirements for two consecutive semesters are disqualified. Students who are disqualified from continuation at the university due to performance below minimum GPA standard will receive a letter from the Dean of the College of Extended Learning describing the reason for the disqualification, the student's eligibility or ineligibility to apply for readmission and the route to readmission if eligible.

## **Withdrawal and Readmission**

### **Withdrawal from the University**

There are times when a student finds it necessary to withdraw from the university. In order to avoid being administratively withdrawn, courses and incompletes being converted to a failing grade, and financial payments going into default, students are required to notify the Office of Records and complete a Notice of Intent to Withdraw from the university. If withdrawal occurs while a course is still in progress, students must also follow the procedures listed below for withdrawing from a course.

### **Withdrawal from a Course**

Students may drop a course at any time up to the last day allowable to drop a course. If this action leaves the student with no further courses, a withdrawal form (available online) must be filed in a timely manner. Students with extenuating circumstances, such as personal or family emergencies after the last day to drop, may contact the Center for Student Success to begin the process for withdrawal. If the action is approved, courses are then graded with a W (withdrawal) unless the faculty deems the student's performance to be unsatisfactory at the time of withdrawal, at which point a WF grade would be assigned.

Students who cease attending or never attended a course for which they are registered receive an F in that course if the above procedures for dropping/withdrawing are not followed.

Financial implications for withdrawals may be found under "Refund Policy."

## **Leaves of Absence**

For more information regarding Leaves of Absence, please refer to the 2020-2021 Graduate and Professional Studies Student Handbook.

## **Readmission**

Students who have been admitted to the university, have attended classes, and have subsequently withdrawn formally or failed to register for more than one semester (or two sequential Quads) but less than one year must contact their program academic advisor or the Office of Student Success to determine next steps for re-entry. Students who have not been enrolled for one calendar year from the last date of attendance must submit a new application through the Office of Graduate and Professional Studies Admissions. Students who are successfully readmitted are subject to the program requirements of the catalog under which they re-enter unless a leave of absence has been granted. Also upon return, students are subject to availability of course offerings and course sequencing.

## **Administrative Withdrawal**

Students who have not attended or enrolled in a course for one semester, are not currently completing coursework and have not officially withdrawn, will be placed in an inactive status. Students who have been inactive for one year will be administratively withdrawn. Such withdrawal may have financial aid implications. Students with this status must submit a new application to the university and to their degree program.

## **Curricular Exceptions**

Occasionally, an exception to the requirements in this catalog may be appropriate. The program director will make a recommendation to the appropriate dean. Decisions regarding exceptions are based on the merit of each individual case.

All curricular exceptions combined may not exceed 20% of the total units required for the degree or credential. The rationale for such changes must be substantiated with official academic records that become part of the student's PLNU academic records in the Office of Records.

A curricular exception is a course substitution of one PLNU course substituting for another PLNU course.

## **Application for Graduation**

A student who intends to graduate must complete an Application for Degree Candidacy obtained from their Student Services Counselor. The form must be filed with the Office of Records no less than 60 days prior to the anticipated degree posting date. All work taken toward a degree must be completed in full with passing grades recorded prior to the anticipated degree posting date. Degrees are conferred three (3) times per year at the close of each academic term. If all

program requirements for the semester of application are not completed, the student must reapply for graduation. Degrees are posted in the semester of final registration and/or completion of final requirements.

Commencement convocation is held two times a year, at the close of the fall and spring terms. All candidates who completed their work and had their degree posted in the current academic year may participate. A candidate who is deficient in meeting graduation requirements by nine (9) units may be permitted to participate in the following commencement. The diploma is available to graduates approximately 10 weeks after satisfactory completion of all work for the degree after the closest degree confirmation date.

All candidates must complete all program courses to participate in Commencement unless all of the following are met:

- There are no more than nine (9) non-program units lacking to complete the required units for the degree; and
- There is an approved plan to complete the remaining units in the immediately following term

## Graduation Honors

Graduation with Latin Honors. The university recognizes academic excellence with the following honors designation based exclusively on the residential grade-point average (GPA earned in residence at PLNU):

- *Summa cum Laude (highest honors), 3.900 and above*
- *Magna cum Laude (high honors), 3.700 to 3.899*
- *Cum Laude (honors), 3.500 to 3.699*

Final honors are designated on diplomas. To be considered for honors a student must have a minimum cumulative grade-point average of 3.500, including all transfer work. The specific level of honors noted above is only based on PLNU residential units.

The university announces unofficial honors during the commencement ceremony using these calculations and based on units earned by the conclusion of the previous term. Official honors are posted with the degree.

## Education Records (FERPA) and Directory Information

The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended affords students certain rights with respect to their education records. These include: 1) the right to inspect and review the student's education records within 45 days of the day the university receives a request for access, 2) the right to request the amendment of the student's education records that the student believes are inaccurate or misleading, 3) the right to consent to disclosures of personally identifiable information contained in the student's education records, and 4) the right to file a complaint with the U.S. Department of Education concerning alleged failures by Point Loma to comply with the requirements of FERPA.

FERPA has specifically identified certain information called directory information that may be disclosed without student consent. Although directory information may be disclosed without student consent, PLNU is not required to release directory information.

The university has defined directory information as name, address (including electronic mail), telephone number, date and place of birth, major field of study, dates of attendance, enrollment status, degrees, honors and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, degree candidacy, and the most recent previous educational agency or institution attended. This information may be provided, upon review by the Vice Provost for Academic Administration, as public information or to individuals who demonstrate a valid need to contact students.

Periodically, PLNU conducts formal and informal photo and video shoots (around the campus and at off-campus events and activities) for use in university publications, social media, promotional videos/commercials, and the PLNU Web site. Students who require that no identifiable image be used by the university must notify Marketing and Creative

Services in writing prior to the second Monday of each semester. Students should email their request to photo-optout@pointloma.edu and include their full name and student ID number. In addition, PLNU may submit information about students' participation in school activities to media outlets. Students who require that their names be excluded from such stories must notify Marketing and Creative Services in writing prior to the second Monday of each semester.

The university may disclose education records to college officials with legitimate educational interests. A college official is a person employed by the university; a member of the Board of Trustees; or an individual serving on a committee, such as disciplinary or grievance committees. A college official has a legitimate educational interest if the information aids the official in fulfilling professional functions. PLNU also includes among college officials a student appointed to an official committee or assisting another official in performing tasks and outside service providers who perform an institutional service of function such as attorneys, auditors, and the National Student Clearinghouse. The university may also disclose education records to post-secondary institutions in which a student is seeking or intending to enroll, or is already attending if the disclosure is for purposes related to the student's enrollment or transfer.

Questions relative to FERPA policies should be referred to the Office of the Vice Provost for Academic Administration.

## **Teach-Out Policy**

For more information regarding Teach-Out Policy, please refer to PLNU's Teach-Out Policy and Procedures.

## **Official Catalog**

As the online catalog is considered to be the official document relative to academic program offerings and charges, any print-outs of pages taken from the online version are, by definition, unofficial. Also, PLNU reserves the right to amend this Catalog at any time without prior notice. This Catalog, along with the policies herein, supersedes and control over all previous Catalogs, except as otherwise expressly provided herein regarding graduation requirements.

## **Child Development**

### ***Mission***

The Bachelor of Arts degree program in Child and Adolescent Development is to provide working adult students the opportunity to complete a quality college degree via a schedule and format especially designed to meet their unique needs. This curriculum will help support student development toward a personal commitment to improving 1) the lives of individuals and families in their professional endeavors, 2) the lives of community members, and 3) their personal family life.

### ***Program Learning Outcomes (PLO):***

1. Identify and describe normative similarities and differences of intellectual, emotional, social and physical theories at each developmental stage from prenatal through adolescence.
2. Evaluate the effects of family systems on the development of children and adolescents.
3. Identify and discuss scientific research in understanding different philosophical views of growth and development both historic and current.
4. Assess research of theoretical and appropriate practical elements of parenting to facilitate decisions for a healthy environment for children and adolescents.
5. Evaluate the effects of society and culture upon the family microsystems, family types and the subsequent macrosystems with which they co-exist.

6. Identify career paths and professional areas of service within the child and adolescent profession.

## Graduation Requirements

In order for a student to receive the bachelor's degree in an adult degree completion program, the following requirements must be met:

1. A total of 120 semester hours must be earned with an overall 2.000 grade point average and all general core education requirements met. (\*\*\*)
2. Complete the required program hours in the major (program) from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.000 grade point average for the major (program).
3. In addition to the program hours earned through the adult degree completion program, additional semester hours must be earned to meet the degree completion requirements of 120 total semester hours. A maximum of 24 hours can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning and Military Experience credit (PLC, ACE - see below)
4. Application for graduation must be made prior to the start of the final semester.
5. All bills paid with the student in good standing.

Notes:

- Prior Learning Credit (PLC) 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. See <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.
- American Council on Education (ACE) provides guidance on workplace learning. See <https://www.acenet.edu/Research-Insights/Pages/Student-Support/Post-Traditional-Learners.aspx> for more information.

## Program Prerequisites

Incoming students are required to have completed the following courses with a grade of C or better prior to acceptance into this program:

- College Composition - 3 units (WRI1010 or WRI1015 or WRI1016 at PLNU)
- Nutrition - transferrable level (FCS2025 or FCS3005 at PLNU)

First semester students must pass CDV3020 and WRT3001 as the first courses - with a grade a C or better in order to take any other CDV course or move forward in the program.

## Child Development Core Courses

- CDV 3010 - Early Childhood Curriculum and Learning Theory (4)
- CDV 3013 - Adolescent Development in the Family Context (1)
- CDV 3020 - Development of Children and Adolescents (4)
- CDV 3025 - Child and Adolescent Nutrition and Health (4)
- CDV 3055 - Development of Special Needs Children (4)
- CDV 4003 - Development of Infants and Toddlers (4)
- CDV 4060 - Administration and Supervision in Early Childhood Education (4)
- CDV 4075 - Internship in Child Development (1)
- CDV 4085 - Child Development, Family Systems, and Social Change (4)
- CDV 4095 - Capstone Professional Development (1)

- WRT 3001 - Writing for Child Development Professionals (1)

## Computer Information Technology

### Program Learning Outcomes for Computer Information Technology

Program Learning Outcomes for Computer Information Technology:

- Students will be able to identify and evaluate information technology infrastructure necessary to meet an organization's business needs.
- Students will be able to develop, plan and evaluate appropriate processes for managing information systems and information technology projects.
- Students will be able to design, develop, and evaluate software solutions to meet an organization's business needs.
- Students will be able to apply their technical knowledge to solve problems.
- Students will be able to speak about their work with precision, clarity and organization (Oral Communication)
- Students will be able to write about their work with precision, clarity and organization (Written Communication)
- Students will collaborate effectively in teams.
- Students will be able to identify, locate, evaluate, and effectively and responsibly use and cite information for the task at hand (Information Literacy).
- Students will be able to gather relevant information, examine information and form a conclusion based on that information (Critical Thinking).
- Students will be able to understand and create arguments supported by quantitative evidence, and they can clearly communicate those arguments in a variety of formats (Quantitative Reasoning).
- Students will understand the professional, ethical, legal, security, and social issues and responsibilities that come with the implementation and use of information technology.

Graduates will be prepared for:

- entry level careers in information technology in business, government, and the non-profit sector ; and
- graduate study in information technology and related fields.

### Program Prerequisite

A passing grade in a college level computer concepts course, equivalent technology course, or sufficient technology work experience. Students who do not meet this requirement may take the CIT 1053 IT Fundamentals course to meet the program prerequisite. This course will be offered online for students who need to take the course prior to enrolling in the program.

- CIT 1053 - IT Fundamentals (3)

### Required Courses

- CIT 2014 - Introduction to Hardware and Networking (4)
- CIT 2024 - Introduction to Operating Systems and Security (4)
- CIT 2061 - IT Fundamentals Exam Prep (1) \*
- CIT 3011 - A+ Exam Prep (1) \*
- CIT 3034 - Project Management (4)

- CIT 3054 - Database Design (4)
- CIT 3064 - Web Design and Scripting (4)
- CIT 4014 - Web Programming (4)
- CIT 4024 - Visual Programming (4)
- CIT 4034 - Management of Information Systems (4)
- CIT 4081 - Information Technology Project (1)
- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)

*\*Students who already have this certification will be allowed to substitute an alternative one unit class.*

Take two of the following:

- CIT 3014 - Networking (4)
- CIT 3024 - Security and Information Assurance (4)
- CIT 3074 - Cloud Computing (4)

Total Required units: 47

Elective Courses

- CIT 1041 - Intermediate Excel (1)
- CIT 3021 - Network+ Exam Prep (1)
- CIT 3031 - Security+ Exam Prep (1)
- CIT 3041 - Project+ Exam Prep (1)
- CIT 3081 - Cloud+ Exam Prep (1)
- CIT 4071 - Information Technology Practicum (1-4)

Electives needed: 2 units

Program Total Units: 49

Up to 13 units of approved coursework may be transferred into this major.

## **Computer Information Technology: Cyber Security**

Program Learning Outcomes

Program Learning Outcomes for Computer Information Technology:

- Students will be able to identify and evaluate information technology infrastructure necessary to meet an organization's business needs.
- Students will be able to develop, plan and evaluate appropriate processes for managing information systems and information technology projects.
- Students will be able to design, develop, and evaluate software solutions to meet an organization's business needs.
- Students will be able to apply their technical knowledge to solve problems.
- Students will be able to speak about their work with precision, clarity and organization (Oral Communication)

- Students will be able to write about their work with precision, clarity and organization (Written Communication)
- Students will collaborate effectively in teams.
- Students will be able to identify, locate, evaluate, and effectively and responsibly use and cite information for the task at hand (Information Literacy).
- Students will be able to gather relevant information, examine information and form a conclusion based on that information (Critical Thinking).
- Students will be able to understand and create arguments supported by quantitative evidence, and they can clearly communicate those arguments in a variety of formats (Quantitative Reasoning).
- Students will understand the professional, ethical, legal, security, and social issues and responsibilities that come with the implementation and use of information technology.

Graduates will be prepared for:

- entry level careers in information technology in business, government, and the non-profit sector ; and
- graduate study in information technology and related fields.

Students need to have taken introductory courses in each of the following:

- A+ Preparation
- Networking
- Security
- Linux/Unix
- Windows
- Cyber Security Analyst
- Ethical Hacking or Penetration Testing

## Required Courses

- CIT 3011 - A+ Exam Prep (1) \*
- CIT 3031 - Security+ Exam Prep (1) \*
- CIT 3034 - Project Management (4)
- CIT 3054 - Database Design (4)
- CIT 3064 - Web Design and Scripting (4)
- CIT 3074 - Cloud Computing (4)
- CIT 4014 - Web Programming (4)
- CIT 4024 - Visual Programming (4)
- CIT 4034 - Management of Information Systems (4)
- CIT 4062 - Topics in Cyber Security (2)
- CIT 4081 - Information Technology Project (1)
- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)

\*Students who already have this certification will be allowed to substitute an alternative one unit class:

- CIT 1041 - Intermediate Excel (1)
- CIT 3021 - Network+ Exam Prep (1)
- CIT 3031 - Security+ Exam Prep (1)
- CIT 3041 - Project+ Exam Prep (1)

- CIT 3081 - Cloud+ Exam Prep (1)
- CIT 4071 - Information Technology Practicum (1-4)

Program Total Units: 37

## Criminal Justice

The focus of the Criminal Justice Major is to provide higher education in the context of a Christian worldview where students' minds are engaged and challenged and service in the criminal justice professions become an expression of faith. This is accomplished through a curriculum where a student's career is enhanced through integration of a focused educational program, a faith perspective and a professional life. The program integrates specialized knowledge and skills with concepts of grace, restorative justice, and cultural competency which support the Sociology and Social Work departmental mission to nurture servant scholars who critically evaluate social and cultural patterns and who constructively engage in society as agents of hope.

## Program Learning Outcomes

Upon completion of this program, the student will be able to:

1. Demonstrate ability to apply theoretical and legal foundations of criminal justice.
2. Demonstrate knowledge of each of the components of the criminal justice system: the historical background, structure, function, and purpose.
3. Integrate and apply understanding of the social realities, discrimination, and the conflicts in the criminal justice system resulting from racial, socio-economic, and cultural inequities.
4. Apply foundational skills; demonstrate core competencies (such as ethical and professional behavior and critical thinking) in a professional internship setting.
5. Demonstrate written and oral communication skills needed to effectively engage in a career in criminal justice.

## Graduation Requirements

In order for a student to receive the bachelor's degree in an adult degree completion program, the following requirements must be met:

1. A total of 120 semester hours must be earned with an overall 2.000 grade point average and all general core education requirements met. (\*\*\*)
2. Complete the required program hours in the major (program) from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.000 grade point average for the major (program).
3. In addition to the program hours earned through the adult degree completion program, additional semester hours must be earned to meet the degree completion requirements of 120 total semester hours. A maximum of 24 hours can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning and Military Experience credit (PLC, ACE - see below)
4. Application for graduation must be made prior to the start of the final semester.
5. All bills paid with the student in good standing.

Notes:

- Prior Learning Credit (PLC) 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. See <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.

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

## Criminal Justice Core Courses

- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)
- SCJ 3000 - Justice In a Complex Society (4)
- SCJ 3010 - Criminology and Community Policing (4)
- SCJ 3050 (A,B,C,D) - Writing and Interviewing in the Criminal Justice Profession (1) *unit per semester for a total of (4) units*
- SCJ 3095 - Research Methods for Criminal Justice (4)
- SCJ 4009 - Criminal Law (4)
- SCJ 4010 - Constitutional Foundations (4)
- SCJ 4050 - Restorative Justice (4)
- SCJ 4072 - Internship in Criminal Justice (2)
- SCJ 4076 - Seminar for Criminal Justice (2)

## Program Prerequisites

Prior to beginning the program, an Introduction to Sociology course must be taken, SOC1001, at PLNU.

A "Social Problems" course must be completed (SOC1003 at PLNU) prior to registration for the Restorative Justice course in term 3.

A statistics course will need to be completed prior to registration for term 4 which includes the research course.

## Integrated Studies with an Emphasis in Education

Designed for working adults, the Integrated Studies with an Emphasis in Education major will allow candidates to concurrently work on an initial teaching credential while completing a Bachelor of Arts degree. This major, offered at Point Loma Nazarene University's Mission Valley and Bakersfield branch campuses, is an ideal major for aspiring teachers wanting to teach elementary grade levels. The Integrated Studies program:

- provides for approximately 100 hours of fieldwork in local public schools
- allows teacher candidates to complete coursework for their bachelor's degree and preliminary teaching credential in 4 terms.

## Program Learning Outcomes

The Point Loma Nazarene University Institutional Learning Outcomes guide the development of each program learning outcome within the Integrated Studies Degree. Because this degree is housed in the School of Education, Student Learning Outcomes in each course are aligned within the overarching conceptual framework of "Equip, Transform and Empower."

### *Equip by*

*Learning: Informed by our faith in Christ*

1. Evaluate the educational, cultural, interpersonal, and social environments within the professional workplace from an ethical and Christian context

2. Demonstrate problem-solving and decision-making skills within the context of a diverse educational environment.

**Transform by**

*Growing: In a Christ-centered faith community*

3. Distinguish how the role of a teacher-leader needs to continually adapt in relation to individual student needs,

**Empower by**

*Serving: In a context of Christian faith*

4. Evaluate personal, interpersonal, social strengths and weaknesses, and incorporate personal style to effectively and ethically influence the workplace.

## Common Courses

These common courses are required for a preliminary credential in Multiple/Single Subject and Special Education.

All candidate who earn any of these preliminary credentials will have an English Learner Authorization listed on their credentials.

- EDT 3002 - Foundations of Education and Learning Theory (3)
- EDT 4004 - Foundations of Special Education (3)
- EDT 4009 - Classroom Assessment and Research Practices (3)
- EDT 4017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education (.5 - 2)
  
- EDT 3006 - Principles of Language Acquisition (3)  
*OR*
- EDT 4053 - Organization and Management for Success in the Moderate/Severe Classroom (3)

## Multiple Subject Courses

Multiple Subject candidates complete the courses listed in the common section as well as the unique list below.

- EDT 4010 - Methods of Teaching Reading and Writing
- EDT 4022 - Interdisciplinary Approaches to Teaching in the Content Areas (3)
- EDT 3024 - Differentiated Mathematics Instruction for All Learners (3)

## Single Subject Courses

Single Subject candidates complete the courses listed in the common section as well as the unique list below:

- EDT 4020 - Literacy Instruction for Secondary Teachers (3)
- EDT 4021 - General Methods for Secondary Teachers (3)  
*AND*  
*Candidates will choose ONE of the following content specific pedagogy courses:*
- EDT 4032 - Methods for Teaching Secondary Language Arts (3)
- EDT 4033 - Methods of Teaching Secondary Mathematics (3)
- EDT 4034 - Methods of Teaching Secondary Science (3)

- EDT 4035 - Methods for Teaching Secondary Social Science (3)
- EDT 4036 - Methods for Teaching Secondary Foreign Language (3)
- EDT 4037 - Methods for Teaching Secondary Visual Arts (3)
- EDT 4038 - Methods for Teaching Secondary Physical Education (3)
- EDT 4039 - Content-Specific Pedagogy for Secondary Teachers (3)

## Mild Moderate Courses

Special Education - Mild/Moderate - candidates complete all of the common courses as well as the unique list below.

- EDT 4010 - Methods of Teaching Reading and Writing
- EDT 4092 - Assessment and Services for Students with Disabilities (3)
- EDT 4093 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities (3)
- EDT 4094 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)
  
- EDT 3024 - Differentiated Mathematics Instruction for All Learners (3)  
*OR*
- EDT 4021 - General Methods for Secondary Teachers (3)

## Moderate to Severe Courses

Special Education - Moderate to Severe - candidates complete all the courses in the common course list, choosing EDU4096 instead of EDU3006, as well as the courses listed below.

- EDT 4010 - Methods of Teaching Reading and Writing
- EDT 4053 - Organization and Management for Success in the Moderate/Severe Classroom (3)
- EDT 4054 - Methods of Teaching Candidates with Moderate/Severe Disabilities (3)
- EDT 4092 - Assessment and Services for Students with Disabilities (3)
- EDT 4094 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)

## Note:

All candidates who earn the Preliminary Moderate/Severe Special Education credential automatically have the Autism Authorization embedded within their credentials. Additional authorizations (e.g. Early Childhood, Traumatic Brain Injury, Adapted PE, Emotional Disturbance and Other Health Impairment) may be added to your credential. (Please see advisor for details.)

## Clinical Practice Requirements

All candidates for an initial preliminary credential must complete eight (8) units of Clinical Practice (Student Teaching) along with the required seminars for a total of ten (10) additional units.

An additional four (4) units of Clinical Practice is required for each Education Specialist credential added to an initial credential.

## Graduation Requirements

In order to earn or receive a baccalaureate degree, credential, or certificate under the Adult Degree Completion Program, a student must satisfy all of the following:

- Filing of an Application for Degree Candidacy.
- Satisfactory completion of all applicable academic and program requirements.
- Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

All candidates must complete all the requirements as outlined for Adult Degree Completion programs - with a minimum of 120 units with all the major requirements completed at Point Loma Nazarene University.

In addition, to be eligible for a credential, candidates must take and pass Teacher Performance Assessments I-IV with a rating of three (3) or higher.

## **Organizational Leadership**

### **Mission Statement**

The Bachelor of Arts degree program in Organizational Leadership exists to provide working adult students the opportunity to complete a quality college degree in a schedule and format particularly designed to meet their needs, while responding to the ever-changing marketplace. The curriculum is interdisciplinary and liberal arts in nature, with the major emphasis on leadership, management, and relationship development. The program integrates a Christian world view and is committed to continual improvement.

### **Program Learning Outcomes**

The Point Loma Nazarene University (ADC) graduate is prepared for expanded roles within his or her organization through enhanced abilities to:

1. Evaluate the political, interpersonal and social environments within the business or professional workplace from an ethical and Christian context.
2. Demonstrate problem-solving and decision-making skills within the context of a diverse cultural environment.
3. Distinguish how the role of a leader needs to continually adapt in relation to human capital, social influence, political structure, relational development and situational ethics.
4. Evaluate personal, interpersonal, social strengths and weaknesses, and incorporate personal style to effectively and ethically influence the workplace.

### **Graduation Requirements**

In order for a student to earn and receive the bachelor's degree in an adult degree completion program, all of the following requirements must be met:

1. A total of 120 semester hours must be earned with an overall 2.000 grade point average and all general core education requirements met. (\*\*\*)
2. Complete the required program hours in the major (program) from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.000 grade point average for the major (program).
3. In addition to the program hours earned through the adult degree completion program, additional semester hours must be earned to meet the degree completion requirements of 120 total semester hours. A maximum of 24 hours can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning and Military Experience credit (PLC, ACE - see below)

4. Application for graduation must be made prior to the start of the final semester.
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

Notes:

- Prior Learning Credit (PLC) 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. See <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.
- American Council on Education (ACE) provides guidance on workplace learning. See <https://www.acenet.edu/Research-Insights/Pages/Student-Support/Post-Traditional-Learners.aspx> for more information.

**NOTE:** The B.A. in Organizational Leadership is an approved program under PLNU's WASC Regional Accreditation, WSCUC. Since it is not a business major, it is not an Accreditation Council for Business Schools and Programs (ACBSP) approved program.

## Organizational Leadership Required Courses

- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)
- LDR 3000 - Foundations of Research Writing (1)
- LDR 3001 - Personal Leadership Development (4)
- LDR 3002 - Group and Organizational Behavior (4)
- LDR 3003 - Effective Interpersonal Relations (4)
- LDR 3020 - Critical Analysis in Research Writing (1)
- LDR 4002 - Resource Management (4)
- LDR 4003 - Personal and Professional Ethics (4)
- LDR 4004 - Principles of Management (4)
- LDR 4020 - Strategic Implementation in Research Writing (1)
- LDR 4024 - Capstone in Organizational Leadership (1)
- SCL 4001 - Cultural Influences in the Work Place (4)

## RN to BSN - Adult Degree Completion

The RN to BSN degree program exists to provide students the opportunity to complete a degree. The schedule format of the program is designed to meet needs of the working nurse while responding to the ever changing marketplace. The curriculum is designed to build on the educational experience already achieved in preparing for the RN role. The program integrates Christian world view and is committed to continual improvement.

## Program Learning Outcomes

Inquiring Faithfully - Student will demonstrate knowledge, skill and behavior of the evidence-based practice of nursing which integrates growth in reasoning, analysis, decision-making and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and nursing process.

- Initiates dialogue regarding current practice to improve healthcare
- Demonstrates the use of evidence-based practices as an advocate for self and others
- Promotes positive client outcomes using evidence-based data
- Provides holistic care by considering all of the client needs (e.g. physical, psychosocial, spiritual, environmental) including family in a multicultural community

- Engages in self-care practices that facilitate optimal care of clients

Caring Faithfully - The student will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.

- Demonstrates compassionate care to all people while mirroring Christ's love for all.
- Partners with the community to establish a trusting relationship
- Demonstrates ethics and values consistent with the practice of professional nursing

Communicating Faithfully - The student will actively engage in the dynamic interactive process that is intrapersonal and interpersonal with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication conveying information, thoughts, actions and feelings through the use of verbal and nonverbal skills.

- Engages in active listening to promote therapeutic relationships
- Demonstrates effective verbal and nonverbal communication skills to provide patient care
- Dialogs with members of the healthcare team, including the patient, to facilitate positive patient outcomes
- Advocates for patients/families and self
- Implements patient care while honoring the diversity of patients, families and communities.

Following Faithfully - Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work." The nursing student will integrate the ordinary work by complying with and adhering to regulatory and professional standards (e.g. ANA Code of Ethics, the California Board of Registered Nursing, Scope of National Practice, SON handbook.) This includes taking responsibility, being accountable for all actions and treating others with respect and dignity.

- Engages in a professional practice environment that promotes nursing excellence
- Provides patient care within the boundaries designated by regulatory agencies, professional practices and ethical standards of a Christian nurse
- Avails self of learning opportunities to cultivate the life-long learning process

Leading Faithfully - The student will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g. illness, injustice, poverty). The student will role-model the need for "Sabbath Rest" as a means of personal renewal, and true care of the self, so that service to others is optimally achieved. The student will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, discernment.

- Provides graceful service through compassionate responses to others' needs
- Demonstrates the principles of a servant leader as a reflection of Christ's love
- Exhibits patient advocacy that reflects sensitivity to diversity in a holistic manner.

## Program Eligibility

Each student applying to this program must have successfully completed at least 1 year of an ADN program. All students in this program must be licensed as a Registered Nurse in the state of California prior to the 3rd term of the program.

## Early Acceptance

Early Acceptance into the RN to BSN program allows students to apply to PLNU while they are in their second or third semester at a Community College Nursing program. The student will go through the application process with PLNU in the Summer to take the RN to BSN writing course and/or the Cultural Influences in the Workplace course during the summer before ADN graduation. Within two semesters after ADN graduation, these students return to PLNU to continue the RN to BSN program.

- Completion of at least two full semesters in ADN program or proof of admission into a regionally accredited LVN/ADN program

- 3.000 cumulative overall GPA for provisional admittance as Early Accept RN-BSN
- To be granted full acceptance upon return, after ADN completion:
  - Pass WRT 3000 course with "C" or better
  - Maintain minimum 2.750 cumulative GPA for the remainder of ADN program
- Tuition rate from WRT 3000 course honored if return for full program within two semesters of completing ADN
  - Spring graduates return by Fall
  - Summer graduates return by Spring
  - Fall graduates return by Summer

## Advanced Standing

The RN to BSN Advanced Standing Program (ASP) allows students who have completed a baccalaureate degree in another discipline to waive six units of coursework within the RN to BSN program. These six units are comprised of the following two courses: WRT 3000 and SCL 3002.

## Graduation Requirements

Thirty-six (36) units in residence at PLNU, or thirty (30) units for RN to BSN ASP students, are required for completion of this program. Additionally, there are core requirements listed for all Adult Degree Completion programs that need to be met in diverse areas to fulfill the PLNU liberal arts education model (i.e. communication/writing, humanities, mathematics, natural, social, and behavior sciences).

In order to earn or receive a baccalaureate degree, credential, or certificate under the Adult Degree Completion Program, a student must satisfy all of the following:

- Filing of an Application for Degree Candidacy.
- Satisfactory completion of all applicable academic and program requirements.
- Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

A minimum total number of 120 units is required for completion of the Bachelor of Nursing Science degree.

## Nursing Requirements

All 3000 level nursing courses need to be successfully completed with a C or better prior to registering for 4000 level courses.

- NRS 3050 - Communicating and Following Faithfully (4)
- NRS 3051 - Communicating and Following Faithfully Practicum (1)
- NRS 3060A - Inquiring Faithfully I: Nursing Research (1)
- NRS 3060B - Inquiring Faithfully I: Nursing Research (2)
- NRS 4020 - Caring Faithfully in the Community (4)
- NRS 4021 - Caring Faithfully in the Community Practicum (1)
- NRS 4030 - Leading Faithfully in Diverse Health Systems (4)
- NRS 4031 - Leading Faithfully in Diverse Health Systems Practicum (1)
- NRS 4040 - Capstone Inquiring Faithfully II: Evidence-Based Practice (4)
- WRT 3000 - Professional Writing (3)
- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)

- SCL 3002 - Group and Organizational Behavior (3)
- SCL 4001 - Cultural Influences in the Work Place (4)

## **Minor**

### **Organizational Leadership Minor**

The minor in Organizational Leadership consists of four required courses. All classes required for the minor must be completed with a grade of "C" (2.000) or above.

#### **Minor Courses Requirements**

- LDR 3001 - Personal Leadership Development (4)
- LDR 3002 - Group and Organizational Behavior (4)
- LDR 3003 - Effective Interpersonal Relations (4)
- LDR 4002 - Resource Management (4)

## **Bachelor Degrees - 2+2 Program**

### **Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing**

#### **Program Description**

The Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing provides students who attain an Associate of Science in Business Administration degree or complete equivalent coursework with a means to complete a quality four-year bachelor's degree in business. Students who complete the BBA will be prepared to lead organizations through core knowledge in management and marketing, and skilled business practices including critical analysis, communication, problem solving and ethical values.

The BBA with a Concentration in Management and Marketing is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

#### **Program Learning Outcomes**

Students who complete the Bachelor of Business Administration with a Concentration in Management and Marketing will be able to:

- Exhibit general knowledge of theories and practices in the core areas of business.
- Critically analyze and apply business knowledge to solve complex business situations.
- Demonstrate effective business communication through both written and verbal means.
- Formulate decisions informed by ethical values.
- Collaborate effectively in teams.
- Exhibit an in-depth knowledge of management theory.
- Propose organizational improvements using management knowledge and concepts.
- Exhibit an in-depth knowledge of marketing theory and concepts.
- Evaluate an integrated marketing communication plan using marketing knowledge and concepts.

## Graduation Requirements

In order for a student to earn and receive the Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing in the 2+2 program, all of the following requirements must be met:

1. A total of 120 semester units must be earned with an overall 2.000 grade point average and all general education requirements met.
2. Completion of an Associates degree in Business Administration, containing 60 semester units of business core and general education or equivalent coursework that meets approved requirements. For certain community colleges, students in the PLNU BBA Program at the same location in which they completed their Associates degree coursework will be required to have their Associates degree conferred before graduating with their PLNU BBA degree.
3. Completion of the required 60 units in the Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.750 grade point average for the BBA semester units. Students may repeat courses in which they earn a grade lower than C a maximum of two times.
4. Application for graduation must be made prior to the start of the final semester. All program requirements must be complete prior to participation in Commencement ceremonies. All candidates must complete all program courses to participate unless all of the following are met.
  - There are no more than six (6) units lacking to complete the required 120 unit minimum, and
  - There is an approved plan to complete remaining units in the immediately following term.
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

## Admissions Requirements

To be admitted to the Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing program, the following requirements must be met:

1. Complete an Associates degree in Business Administration containing 60 units of business core and general education or equivalent coursework that meets approved requirements:
  1. with a minimum cumulative GPA of at least 2.750
  2. from an accredited institution that meets approved requirements
  3. as evidenced by an official transcript sent directly from each institution attended. (\*)
2. Submit an application for admission.
3. Complete an interview with the Associate Dean of Professional Business Education.

NOTE: All students are expected to have some proficiency with computer technology (email, Internet, spreadsheets and word processing) and own their own personal notebook computer for the duration of their enrollment in the program.

\*Only courses from a regionally accredited institution will be considered for transfer.

## General Education

The following 36 credit units of general education core requirements are required for graduation and it is advised that they be completed prior to beginning a course of study

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

\*General education deficiencies of two (2) courses, or up to eight (8) semester units, may be completed after admittance. If the anticipated courses remaining are 4 units, a deficit of 8 units may be completed after admittance.

## Required Courses

### Business Core

- BBU 3013 - Administrative Communication (3)
- BBU 4080 - International Business (3)
- BBU 4089 - Business Internship (3)
- BFN 3035 - Business Finance (3)
- BMG 2012 - Principles of Management (3)
- BMG 4088 - Strategic Management (3)
- BMG 4088L - Strategic Management Lab (0)
- BMK 3032 - Principles of Marketing (3)

Total: 21 units

### Concentration in Management

- BMG 3020 - Organizational Behavior (3)
- BMG 3074 - Human Resources Management (3)
- BMG 3082 - Applied Entrepreneurship (3)
- BMG 4012 - Leadership Theory and Practice (3)

Total: 12 units

### Concentration in Marketing

- BMK 3033 - Consumer and Organizational Buying Behavior (3)
- BMK 3036 - Integrated Marketing and Sales Communications (3)
- BMK 3050 - Digital Marketing Essentials (3)
- BMK 4050 - Digital Marketing Content (3)

Total: 12 units

## Economics and Finance

- BEC 3080 - Money and Banking (3)
- BFN 4015 - Investments (3)

Total: 6 units

## Other Courses

- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)
- ETH 3001 - Foundations of Ethics (1)
- ETH 4001 - Applications of Ethics (1)
- SUS 4075 - Sustainability in Action (3)

Total: 9 units

Total PLNU units: 60 units

## Colleges, Schools and Departments

### Academic Governance

Point Loma Nazarene University is committed to broad-based participation in decision making as evidenced in the organization of the faculty and administration. Both groups serve, often with student members, on a wide range of councils and committees that deal with administrative and faculty areas of concern. Recommendations are brought to faculty meetings and/or to the administration through the Administrative Cabinet. A complete listing of the committee structure is included in the Faculty Handbook.

In matters of graduate and professional program curriculum, the various academic units propose changes through the Graduate and Extended Studies Committee (GESC), and then on to a general meeting of the faculty acting as a committee of the whole. The Provost provides general direction to these efforts with the assistance of the Vice Provosts. The Academic Affairs Committee of the Board of Trustees acts upon matters of policy relative to the academic program.

# Point Loma Nazarene University

## Office of Academic Affairs

### Provost

Kerry Fulcher, Ph.D.  
Office: Mieras Hall, Room 201  
Telephone: (619) 849-2651  
Fax: (619) 849-2579  
E-mail: [kerryfulcher@pointloma.edu](mailto:kerryfulcher@pointloma.edu)  
Administrative Assistant: Mary Lynn Hewett

## Academic Administration

Vice Provost: Holly Irwin, Ph.D.  
Office: Mieras Hall, Room 203  
Telephone: (619) 849-2706  
E-mail: hollyirwin@pointloma.edu  
Administrative Assistant: Shelley Fruchey

## Assessment and Institutional Effectiveness

Vice Provost: Karen Lee, Ph.D.  
Office: Taylor Hall, Room 205  
Telephone: (619) 849-2535  
Fax: (619) 849-7018  
E-mail: karenlee@pointloma.edu  
Administrative Assistant: Amy Garcia

## Graduate and Professional Studies

Vice Provost: Holly Orozco, Ph.D.  
Office: Mission Valley Building, First Floor  
Telephone: (619) 849-3009  
Email: hollyorozco@pointloma.edu  
Administrative Assistant: Jane Palencia

## Traditional Undergraduate Studies

Vice Provost: Jim Daichendt, Ph.D.  
Office: Academic Deans Center, Room 01  
Telephone: (619) 849-2412  
Email: jimdaichendt@pointloma.edu  
Administrative Assistant: Kami Leone

## College of Arts and Humanities

<ul style="list-style-type: none"><li>• Academic Organization</li><li>• Accreditations and Affiliations</li><li>• Administration</li><li>• Centers</li></ul>	<ul style="list-style-type: none"><li>• Credential and Internship Programs</li><li>• Curricula</li><li>• General Information</li></ul>
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## Administration

Dean of the Colleges: James Daichendt, Ed.D.  
Office: Bond Academic Center, Deans' Suite  
Telephone: (619) 849-2412  
Fax: (619) 849-7018

Email: gdaichen@pointloma.edu  
Administrative Assistant: Kami Leone

## **General Information**

The College of Arts and Humanities is at the very heart of liberal arts education at Point Loma Nazarene University. Programs in the arts and humanities are offered through five academic departments and the School of Theology and Christian Ministry. Course offerings in the arts and humanities are designed to help students explore a wide range of ideas. The college's highly qualified faculty members are professionally active and committed to engaging students in the learning experience. By emphasizing the university's mission to engage and challenge minds, to form and model character, and to see service as an expression of faith, the faculty challenge students to become life-long learners, to value the process of personal and intellectual development, and to give their lives in meaningful service to others.

## **Credential and Internship Programs**

California Commission of Teacher Credentialing (CCTC) in single-subject arts and science content areas, Christian Ministries Internship, Institute for Holy Land Studies (a division of Jerusalem University College).

## **Centers**

Point Loma Nazarene University maintains the following center within the organization of the College of Arts and Humanities:

- The Margaret Stevenson Center for Women's Studies

## **Accreditations and Affiliations**

Point Loma Nazarene University is accredited by the WASC Senior College and University Commission (WSCUC) and the National Association of Schools of Music (NASM). WSCUC may be contacted at 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, or by telephone at 510-748-9001.

## **Academic Organization**

The College of Arts and Humanities, under the direction of the dean of the college, functions with the supervision of academic departments, schools, and centers. The following is a list of chairs, directors, and deans in the college.

## **Departments**

*Department of Art and Design* - David Carlson, chair  
*Department of Communication and Theatre* - Skip Rutledge, chair  
*Department of History and Political Science* - Lindsey Lupo, chair  
*Department of Literature, Journalism, Writing and Languages* - James Wicks, chair  
*Department of Music* - Daniel Jackson, chair

## **Centers**

*The Margaret Stevenson Center for Women's Studies* - Kelli McCoy, co-director; Kara Lyons-Pardue, co-director

## **Curricula**

Students should refer to the information in the Undergraduate Catalog or the separate Graduate and Professional Studies Catalog for a complete listing of program characteristics, degree requirements, and course descriptions offered by academic areas within the College of Arts and Humanities.

## **College of Arts and Humanities**

## **College of Arts and Humanities**

# **College of Natural and Social Sciences**

## **Administration**

Dean of the Colleges: James Daichendt, Ed.D.

Office: Bond Academic Center, Deans' Suite

Telephone: (619) 849-2706

Fax: (619) 849-7018

Email: [gdaichen@pointloma.edu](mailto:gdaichen@pointloma.edu)

Administrative Assistant: Kami Leone

## **General Information**

The College of Natural and Social Sciences centers on areas of study at Point Loma Nazarene University that focus on preparation in the social sciences and professions. Programs in the natural and social sciences are offered through eight academic departments. Course offerings in the natural and social sciences are designed to help students explore a wide range of people-related, theoretical, and practical knowledge and skills. The college's highly qualified faculty members are professionally active and committed to engaging students in the learning experience. By emphasizing the university's mission to engage and challenge minds, to form and model character, and to see service as an expression of faith, the faculty challenge students to become life-long learners, to value the process of personal and intellectual development, and to give their lives in meaningful service to others.

## **Centers**

Point Loma Nazarene University maintains several centers within the organization of the College of Natural and Social Sciences, including:

- The Center for Justice and Reconciliation
- The Early Childhood Learning Center

## **Accreditations and Affiliations**

Point Loma Nazarene University is accredited by the WASC Senior College and University Commission, the Association of Collegiate Business Schools and Programs (ACBSP), the Commission on Accreditation of Allied Health Education Programs, the American Dietetic Association, and the Commission on Collegiate Nursing Education (CCNE).

## **Academic Organization**

The College of Natural and Social Sciences, under the direction of the dean of the College, functions with the supervision of academic departments, schools, and centers. The following is a list of chairs, directors, and deans in the college.

## **Departments**

*Department of Biology* - Dawne Page, chair

*Department of Chemistry* - Matthieu Rouffet, chair

*Department of Mathematical, Information, and Computer Sciences* - Maria Zack, chair

*Department of Physics and Engineering* - Maria Zack, chair

*Department of Kinesiology* - Brandon Sawyer, co-chair; Jeffrey Sullivan, co-chair

*Department of Psychology* - Kendra Oakes-Mueller, chair

*Department of Sociology, Social Work, and Family Sciences* - Kevin Modesto, co-chair; Susan DeCristofaro Rogers, co-chair; Patricia Leslie, Director of Social Work

## **Branch Campuses**

*Bakersfield* - Jill Hamilton-Bunch, associate dean

*Mission Valley* - Deb Erickson, director

## **Centers and Institutes**

*The Center for Justice and Reconciliation* - Kim Berry Jones, director

*The Early Childhood Learning Center* - Susan DeCristofaro Rogers, academic director

## **Curricula**

Students should refer to the information in this Graduate and Professional Studies Catalog or the separate Undergraduate Catalog for a complete listing of program characteristics, degree requirements, and course descriptions offered by academic areas within the College of Natural and Social Sciences.

## **College of Natural and Social Sciences**

### **Department of Biology**

Go to information for Department of Biology.

### **Programs**

#### *Masters*

- • General Biology, Master of Science

## **Department of Biology**

### **Mission Statement**

The purpose of the PLNU graduate program in biology is to provide an opportunity for working professionals, particularly teachers, to develop a deeper understanding of biological principles and methods, as well as to explore the relationship between science and faith.

## Administration

*Program Director:* Dianne Anderson, Ph.D.

*Biology Department Chair:* Dawne Page, Ph.D.

## Masters

### General Biology, Master of Science

#### Program Description

The master's degree in general biology is an academic degree designed for working professionals. This program requires completion of either an original thesis *or* six (6) additional elective units *and* a comprehensive exam.

The thesis option is appropriate for those who wish to design and carry out an original research project in teaching and learning in biology. The comprehensive exam option is appropriate for those who wish to take more biology coursework to supplement their background knowledge.

#### Program Learning Outcomes

*Candidates who complete the Master of Science in General Biology program will be able to:*

- Discuss major concepts and theories in biology;
- Carry out and communicate various experimental methods and types of data analysis;
- Demonstrate knowledge and skills in critical thinking, such as analysis and synthesis, as applied to primary literature in the field of biology, as well as in science education; and
- Distinguish between science and faith, and recognize the potential compatibility of the two domains.

#### Program Eligibility for the Master of Science in General Biology Program

- A completed application for admission to the biology program;
- Official transcripts from regionally accredited institutions, one of which must indicate the completion of a baccalaureate degree;
- Successful completion of an undergraduate upper-division grade-point average of at least 2.7500;
  - Two recommendation letters from any of the following:
    - a principal
    - department head
    - former college/university professor
    - other professional colleague
- A writing sample on assigned topics which indicates graduate-level ability;
- Test score on either the GRE subject test in biology or the biology Major Field Test; and
- An interview with the appropriate graduate director or coordinator.

#### Graduation Requirements

In order to earn and receive a Master of Science in General Biology degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, Point Loma campus);
2. Completion of the approved graduate program of 34 units, including the thesis or comprehensive exam;
3. A cumulative grade-point average of 3.000 or higher. A student may earn a maximum of two "C" grades in the program;
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
5. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

### Core Courses:

- BIO 6011 - Learning in Science (3)
- BIO 6033 - History/Philosophy of Science (3)
- BIO 6043 - Research Design in Science Education (3)
- BIO 6082 - Research Proposal and Pilot Study (1)

Total: 10 Units

### Electives: Group A

Choose twelve (12) units from the following:

- BIO 6060 - Microbiology and Immunology (3)
- BIO 6061 - Ecology of Plants and Animals (3)
- BIO 6062 - Genetics and Molecular Biology (3)
- BIO 6063 - Cell Biology (3)
- BIO 6064 - Developmental Biology (3)
- BIO 6065 - Physiology of Plants and Animals (3)
- BIO 6067 - Marine Biology (3)
- BIO 6068 - Evolutionary Biology (3)

Total: 12 Units

### Electives: Group B

Choose twelve (12) units from the following:

- *Choose the thesis option and 6 units*  
• BIO 6083 (A,B,C,D,E,F) - Thesis (1-6)  
*OR the comprehensive exam and 12 units*
- BIO 6084 - Comprehensive Examination in General Biology (0)
- BIO 6001 - Graduate Internship in Biology (1-6)
- BIO 6021 - Readings in Biology (1)
- BIO 6060 - Microbiology and Immunology (3)
- BIO 6061 - Ecology of Plants and Animals (3)
- BIO 6062 - Genetics and Molecular Biology (3)
- BIO 6063 - Cell Biology (3)

- BIO 6064 - Developmental Biology (3)
- BIO 6065 - Physiology of Plants and Animals (3)
- BIO 6067 - Marine Biology (3)
- BIO 6068 - Evolutionary Biology (3)
- BIO 6090 - Special Studies in Biology (1-3)
- BIO 6092 - Perspectives on Science (1)
- BIO 6123 - Leadership in Science (3)
- BIO 6163 - Methods of Teaching Secondary Science (3)
- *Other approved Biology courses*
- *Up to 6 units of approved education or business coursework*

Total: 12 Units

Program Total: 34 Units

Note(s):

Students will develop an academic plan within the first semester of enrollment to determine the appropriate electives based on bachelor's degree coursework, teaching experience, and professional goals.

## College of Extended Learning

### General Information

The College of Extended Learning is a college within a private liberal arts university that offers learning opportunities to non-traditional and adult students. Our programs are designed to help working adults further their education by completing a bachelor's degree in our Adult Degree Completion programs or one of our many career-specific graduate degrees.

Our faculty are skilled experts and qualified professionals. Graduate and Professional Studies and Adult Degree Completion programs support our non-traditional and adult students.

### Mission Statement

To provide learning opportunities to non-traditional and adult students through:

- Innovation
- Service
- Relationships
- Excellence

The goal is to develop strategic thinking servant leaders who will lead and transform organizations based on ethical and biblical principles.

### Administration:

Dean, College of Extended Learning: Holly Orozco, D.P.H.

Assistant Dean: Nick Pertler, Ph.D.

Administrative Assistant: Jane Palencia

## **Masters**

### **Master of Arts in Organizational Leadership**

The Master of Arts in Organizational Leadership is offered in a distance education format and specifically designed to align with the PLNU mission to equip, empower, and transform individuals for servant leadership in a dynamically changing world. The program provides academic preparation that can be immediately applied to the life situations in which the students live and it is a direct response to the strategic priorities of the university.

The Master of Arts in Organizational Leadership is an approved program under PLNU's WASC Regional Accreditation. Though this is not an ACBSP approved program, for those interested in that type of program, PLNU offers an MBA through its Fermanian School of Business.

Note: Those who graduated with a Bachelor of Arts degree in Organizational Management from PLNU with a 3.750 GPA will be given advanced standing in this program.

### **Program Learning Outcomes**

The Point Loma Nazarene University Master of Arts in Organizational Leadership graduate is prepared for expanded roles within his or her organization through enhanced abilities to:

1. Evaluate how Christian virtues support the practices of leadership within an organizational system.
2. Interpret how organizational knowledge relates to management, the practices of planning, leadership of change and conflict, and oversight of human resources, and illustrate how that integrates with Christian, legal, and regulatory roles.
3. Analyze the evidence of personal leadership style, strengths, and skills, and how that supports their various functions within an organization.
4. Adapt leadership concepts to real-life organizational situations.

### **Graduation Requirements**

In order to earn and receive a Master of Arts in Organizational Leadership degree, a student must satisfy all of the following:

1. Successful completion of the required Organizational Leadership curriculum with a minimum of 36 semester units of coursework. Students receiving advanced standing will be required to complete a minimum of 30 semester units.
2. A minimum cumulative grade point average of 3.000 or higher. No more than two "C" grades are permitted to fulfill required courses in the program. A third "C" requires one of the three courses to be repeated. Any course receiving a grade lower than a "C" must be repeated and the units will not be added to earned units.
3. Successful completion of LDR 6020 and LDR 6021 with a minimum of "B-" grade.
4. Successful completion of a personal interview (in person or using video conferencing technology) at the end of the program to review the things that have been learned and how the student felt that the program equipped him/her for servant leadership. The interviews are designed to ensure that the student has a clear understanding of the material covered and to evaluate the effectiveness of the program. To comply with U.S. Department of Education and accreditation requirements, students are required to show a government issued photo I.D.
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

## Course Requirements

This program can be completed in less than two years (approximately 15 months). Classes are designed as collaborative learning experiences where students and instructors are engaged in asynchronous dialog throughout the week. It is comprised of 8 four-unit courses and 4 one-unit courses (36 units total). Students learn in community as they participate in a cohort experience that not only provides for a great learning experience, but develops a network of friends who share common goals.

- LDR 6001 - Assessing Leadership Skills (4)
- LDR 6002 - Concepts of Strategic Leadership (4)
- LDR 6003 - Organizational Systems and Behavior (4)
- LDR 6004 - Organizational Communication (4)
- LDR 6006 - Human Resources Issues (4)
- LDR 6007 - Financial Reporting in Organizations (4)
- LDR 6017 - Ethics in Organizations (1)
- LDR 6018 - Legal Environment of Organizations (1)
- LDR 6020 - Practice of Leadership (4)
- LDR 6021 - Developing a Strategic Plan (4)
- LDR 6031 - Graduate Writing and Research (1)
- LDR 6041 - Leadership Portfolio Development (1)

## Bachelor Degrees - Adult Degree Completion

### Adult Degree Completion

#### 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 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 and BBA from an accredited institution as evidenced by an official transcript sent directly from each college or university attended. (\*)
2. Attain the minimum age of 23, OR minimum age of 21 with an associate's degree, OR minimum age of 21 with significant work experience.
3. Submit an application for admission.

\*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 36 credit hours of general education\*\* 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 6 semester hours must be earned in any of the above areas.

\*\*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 dramatic 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 Graduate 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.

Following the interview, the academic advisor 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.

## Attendance Policy

At Point Loma Nazarene University, we strongly encourage attendance at all scheduled classes. Regular attendance reduces the repetition required in course material and allows the class to run smoothly and progress together as well as increasing the morale of students and instructors alike.

Absences are counted from the first official meeting of the class regardless of the date of the student's enrollment. Consequently, students who register late must monitor carefully their attendance during the remainder of the semester. Registered students who neither attend the first class session nor inform the faculty of their desire to remain in the class may, at the request of the instructor, be dropped from the class.

When the number of accumulated absences in a class, for any cause, exceeds 10% of the total number of class meetings, the faculty member should send an email to the student and the Director of Student Success warning of attendance jeopardy. In the online format, a specific amount of time withdrawn from the class discussion board, as determined by the course's instructor, will correlate to an absence. There are no exceptions to this policy except by previous written agreement with the instructor.

If more than 20% of the total number of class meetings is reported as missed and the student has been notified in writing, the faculty member or Vice Provost for Academic Administration (VPAA) may initiate the student's de-

enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" or "NC" and there will be no refund of tuition for that course.

Exceptions to the foregoing attendance regulations due to extenuating circumstances may be granted only by appeal to the Director of Student Success. Students are responsible to consult the syllabus of each course for specific applications of the above attendance policy.

## Graduation Requirements

In order for a student to receive the bachelor's degree in an adult degree completion program, the following requirements must be met:

1. A total of 120 semester units must be earned with an overall 2.000 grade point average and all general core education requirements met (See Admissions Requirements).
2. Complete all program requirements, with no course grade lower than "C" and minimum resident grade point average of 2.000 for the minimum thirty-six (36\*) units completed in the Point Loma Nazarene University major program. (\*Note: Advanced Standing RN-BSN students must complete 30 units.)
3. In addition to the program units earned through the adult degree completion program, additional semester units must be earned to meet the degree completion requirements of 120 total semester units. A maximum of 24 units can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning recommended for university academic credit by three American Council on Education or the Council on Adult and Experiential Learning (ACE, CAEL - see below) and Military Experience credit (ACE, CAEL - see below)
4. Application for graduation must be made prior to the start of the final semester. Application for graduation must be made prior to the start of the final semester. All program requirements must be complete prior to participation in Commencement ceremonies. If no more than nine (9) units are lacking to complete the required 120 unit minimum, application to participate with a completion plan is possible.
5. All bills paid with the student in good standing.

Notes:

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

## Academic and General Policies

Academic Accommodations  
Academic Behavior Policy  
Academic Honesty  
Academic Standing  
Add/Drop Policy  
Applicable Catalog  
Application for Graduation  
Certificate Requirements  
Class Attendance  
Class Schedules

Earned Grades Policy  
Education Records (FERPA) and Directory Information  
Examinations  
Grading System  
Graduation Honors  
Independent Study  
Official Catalog  
Online Class Attendance  
Prerequisite/Co-Requisite  
Prior Learning Credit

Course Grade Appeals  
Course Load  
Course Numbering System  
Course Offerings  
Credit Hour Policy  
Curricular Exceptions

State Authorization: Online Courses and Physical Location  
Teach-Out Policy  
Transcripts  
Transfer Credit  
Withdrawal and Readmission

## **Applicable Catalog**

Students in continuous enrollment may elect to graduate under the curricular requirements of either the Catalog for the year in which they enter the university or the Catalog of a subsequent year. Those whose enrollment is not continuous (i.e. not enrolled for more than one term) as regular students are subject to the Catalog requirements for the year in which they re-enter the university or that of a subsequent year of enrollment. A student may not combine requirements from two or more catalogs.

## **Maximum and Minimum Course Loads**

The maximum course load for an adult degree completion student is 17 units. Overloads may be carried with the written approval of the Dean of the College of Extended Learning on the recommendation of the academic unit leader. This must be filed with the Office of Records prior to the applicable registration period. If a student has failed a PLNU course or is on academic probation the academic unit leader, in consultation with Student Financial Services, can limit the number of units in a given term. For financial aid purposes, a full-time course load for adult degree completion students is twelve units per semester; a three-quarter course load is nine units; and a half-time course load is six units. For further information regarding financial aid, students should contact their Student Financial Services representative.

## **Transcripts**

A complete and official transcript of coursework is available in the Office of Records. There is a nominal fee for an official transcript. Please contact the Office of Records for more information. By federal law, requests must be accompanied by a written signature. Transcripts may not be released to anyone other than the student except by written authorization. Unofficial transcripts are available from the Office of Records. Forms for ordering both are available on the university website. Current students may print their own unofficial transcripts from the university website. Expedited processing and electronic ordering of transcripts are both available for an additional fee.

## **Course Offerings and Class Schedules**

All course offerings are posted in Workday. The university reserves the right to cancel any class with insufficient enrollment and make necessary changes in its schedule and programs.

## **Course Numbering System**

1000-2099      Lower-division courses open to adult degree completion students  
3000-3099      Upper-division courses open to adult degree completion students

## **Prerequisite/Co-Requisite**

Some courses listed in this catalog stipulate either a prerequisite or a co-requisite. A prerequisite is a condition or requirement that must be fulfilled prior to enrolling in a course, such as a specific student classification, permission of the instructor, or another course. A co-requisite refers to a condition or a requirement that must be met prior to or concurrent with enrollment in a course.

## **Credit Hour Policy**

According to the United States Department of Education with regard to the credit hour definition, one semester unit represents an hour (minimum fifty minutes) of class time per week for at least 15 weeks (Carnegie definition). Two hours of preparation are normal for each hour of class.

Face-to-face instructional hours are equivalent to the following:

- 1 credit hour = 750 minutes instructional time
- 2 credit hours = 1500 minutes
- 3 credit hours = 2250 minutes
- 4 credit hours = 3000 minutes

Web-Facilitated courses use web based technology to facilitate what is essentially a face-to-face course. These offerings can be up to 25% online/web based work.

Hybrid or Blended courses use online and face-to-face delivery. A substantial proportion of the content (between 26% and 79%) is delivered online, and it typically uses online discussion and has a reduced number of face-to-face meetings.

Online courses have the majority of content online and typically do not have face-to-face meetings.

Academic unit leadership will monitor the unit of credit policy through the course syllabus, schedule, and faculty governance policies and procedures.

## **State Authorization: Online Course Enrollment and Physical Location**

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct educational activities regulated by that state. In certain states and U.S. Territories outside California, Point Loma Nazarene University is not authorized to enroll online students. Students not residing in California are required to update their physical locations, and must also report whether they plan to travel or move during an online course. The definition of physical location and the policy on monitoring physical location are noted below.

### ***Definition of Physical Location***

The physical location of each student enrolled at the University is defined as physical location, not state of residency. Physical locations are reported and monitored during the Admissions process, Registration process, and online course enrollment.

### ***Policy on Monitoring Physical Location***

Students must disclose their physical locations to the Office of Records prior to program and online course enrollment, and disclose any changes in their physical locations to PLNU during enrollment.

## **Add/Drop Policy**

*Adding a Class.* The deadline for students to register for courses is prior to the first day of class. Exceptions to this deadline will only be considered if students have extenuating circumstances beyond their control with the approval of the school dean/department chair and the Dean of the College of Extended Learning. Documentation is then filed with the Office of Records.

*Dropping a Class.* Students may drop a course through the first 50% of the period of offering; enrollment will be deleted from the student's permanent record. After that, a student with extenuating personal circumstances may request permission of the program director to withdraw from the course. If approved, a W will appear on the transcript with no impact on the GPA. If the petition is not approved or not submitted, the grade of WF will be assigned or a letter grade in accordance with the grading policy noted in the syllabus as determined by the instructor of record. Students should consider refund and transcript implications when dropping a class.

## **Academic Honesty**

The Point Loma Nazarene University community holds the highest standards of honesty and integrity in all aspects of university life. Any violation of the university's commitment is a serious affront to the very nature of Point Loma's mission and purpose.

Violations of academic honesty include cheating, plagiarism, falsification, identity fraud, aiding academic dishonesty, and malicious interference.

*Cheating* is the use of unauthorized assistance that results in an unfair advantage over other students. It includes but is not limited to: bringing and/or using unauthorized notes, technology or other study aids during an examination; looking at other students' work during an exam or in an assignment where collaboration is not allowed; attempting to communicate with other students in order to get help during an exam or in an assignment where collaboration is not allowed; obtaining an examination prior to its administration; allowing another person to do one's work and submitting it as one's own; submitting work done in one class for credit in another without the instructor's permission.

*Plagiarism* is the use of an idea, phrase, or other materials from a source without proper acknowledgment of that source. It includes but is not limited to: the use of an idea, phrase, or other materials from a source without proper acknowledgment of that specific source in a work for which the student claims authorship; the misrepresentation and/or use of sources used in a work for which the student claims authorship; the use of papers purchased online as all or part of an assignment for which the student claims authorship; submitting written work, such as laboratory reports, computer programs, or papers, which have been copied from the work of other students, with or without their knowledge and consent.

*Falsification* is the alteration of information or forging of signatures on academic forms or documents. It includes but is not limited to: using improper methods of collecting or generating data and presenting them as legitimate; altering graded work and submitting it for re-grading; falsifying information on official academic documents such as drop/add forms, incomplete forms, petitions, recommendations, letters of permission, transcripts or any other university document; misrepresenting oneself or one's status in the university.

*Academic identity fraud* is the act of allowing a person to impersonate the registered student, by doing the academic work and by submitting it as if it were the work of the registered person. This encompasses both face to face and online environments. It includes, but is not limited to: having another person complete a course assignment, take an examination, respond to discussion board questions, or complete any kind of academic exercise on behalf of the registered student. In such cases, it may be considered collusion to commit fraud on the part of both parties.

*Aiding academic dishonesty* is assisting another person in violating the standards of academic honesty. It includes but is not limited to: allowing other students to look at one's own work during an exam or in an assignment where collaboration is not allowed; providing information, material, or assistance to another person knowing that it may be used in violation of academic honesty policies; providing false information in connection with any academic honesty inquiry.

*Malicious intent* is misuse of academic resources or interference with the legitimate academic work of other students. It includes but is not limited to: removing books, journals, or pages of these from the library without formal checkout; hiding library materials; refusing to return reserve readings to the library; damaging or destroying the projects, lab, or studio work or other academic product of fellow students.

A student remains responsible for the academic honesty of work submitted in PLNU courses and the consequences of academic dishonesty beyond receipt of the final grade in the class and beyond the awarding of the diploma. Ignorance of these catalog policies will not be considered a valid excuse or defense. Students may not withdraw from a course as a response to a consequence.

### ***Response Procedure for First Offense***

The following response procedure must be used by faculty or administrators who discover a violation of academic honesty in current or previous courses.

1. *Fact-Finding*: The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications*: The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The program director or dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty. If so, the faculty member, program director, and dean should follow the process outlined below under *Repeat Offense(s)*. Otherwise, continue to follow the below response procedure.
3. *Notice of Decision to Student*: Once the violation is discovered, the instructor will send a written communication to the student regarding the incident and the consequences. Instructors can give students an "F" on a specific assignment or an "F" in the course as a consequence of a violation of academic honesty. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog. The communication should also inform the student that (i) a repeated violation of academic honesty may result in probation, suspension, administrative withdrawal or expulsion from the university, and/or (ii) depending on the gravity of the offense, a first violation of academic honesty may also result in probation, suspension, administrative withdrawal or expulsion from the university, in the discretion of the Vice Provost for Academic Administration (see No. 5 below). In cases of academic identity fraud, the violation(s) could be interpreted as a criminal offense and could result in administrative withdrawal from Point Loma Nazarene University.
4. *Notice to PLNU Administration*: The instructor must send in writing a report of the incident to the program director, school or college dean, and the Vice Provost for Academic Administration. The report should include a description of the violation, the action taken, and evidence of the violation. The official record of the incident and any appeals is maintained by the Office of the Vice Provost of Academic Administration.
5. *Further Action*: Upon receiving notice from the instructor of a violation of academic honesty, the Vice Provost for Academic Administration may, in his/her discretion, based on the gravity of the offense and its surrounding circumstances, determine to impose additional consequences on the student, including without limitation probation, suspension, administrative withdrawal or expulsion from the university. If the Vice Provost for Academic Administration takes such further action, he/she shall notify the student in writing within 48 hours (during standard, non-holiday, business/school days) of receiving the instructor's decision.

### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *School or College Dean*: The student should present an appeal of the penalty in writing within 48 hours (counting non-holiday, business/school days) upon receiving the instructor's decision or the Vice Provost for Academic Administration's decision, whichever is later, including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration who will send the appeal to any two school or college deans. The deans will review the appeal and send a written ruling to the student, instructor, and Vice Provost for Academic Administration. The appeal decision reached by the deans is final.

### ***Response Procedure for Repeated Offense(s)***

The following response procedure must be used by faculty or administrators who discover a repeated offense of a violation of academic honesty in current or previous courses.

1. *Fact-Finding*: The faculty member or administrator should attempt to speak or otherwise communicate informally with the student as the first step.
2. *Internal Communications*: The faculty member must inform in writing the program director and school or college dean (who oversees the instructor and course in which the violation occurred) about the violation. The dean must also contact the Vice Provost for Academic Administration and inquire whether the student engaged in any prior incidents of academic dishonesty.
3. *Initial Notice to Student*: If a prior offense of academic dishonesty has been noted, the school or college dean must notify the student in writing that such prior offense(s) will be discussed and evaluated by the dean when considering the consequence that should be imposed with respect to the current offense.
4. *Evaluation*: The program director and school or college dean must consult with the instructor about the current incident of academic dishonesty and the instructor's recommendations regarding the consequences for the current violation. The program director or dean may also, in his/her discretion consult with the Vice Provost of Academic Administration or others in order to evaluate the current incident and any prior offenses of academic dishonesty committed by the student for purposes of determining the appropriate consequences to impose for the current offense. Depending upon the seriousness of the incident or pattern of incidents of academic honesty violations and the circumstances surrounding the current and prior offenses of academic dishonesty, such consequences may include, without limitation, probation, suspension administrative withdrawal or expulsion from the university.
5. *Notice of Decision to Student*: The dean will communicate his/her decision and the consequences in writing to the student. The written communication should inform the student of the right to appeal and provide a link to the appeal procedure from the appropriate catalog.

### ***Appeal Procedure***

The following appeal procedure must be used by a student who wishes to appeal consequences associated with a finding of a repeated offense(s) of academic dishonesty. Note that some violations may be considered ineligible for appeal, in the discretion of the Vice Provost for Academic Administration. Such violations could include without limitation those that involve or impact the health, safety, or security of any member of the PLNU community.

1. *Neutral Dean*: The student should submit to the Vice Provost for Academic Administration a written appeal of the dean's decision including all document and evidence supporting the appeal within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision. The Vice Provost for Academic Administration will select a neutral academic dean to review the appeal. This dean will send a written notice of the decision on the appeal to the student, instructor, original dean, and Vice Provost for Academic Administration.
2. *Administrative Committee*: If the student isn't satisfied with the dean's decision from Step 1 above, the student may submit a further written appeal including all documents and evidence supporting the appeal, to the Vice Provost for Academic Administration within 48 hours (counting non-holiday, business/school days) of receiving the dean's decision on the appeal. The Vice Provost for Academic Administration will distribute the appeal to an administrative committee comprising two uninvolved deans, a member of the Graduate and Extended Studies Committee appointed by the Provost, and the Vice Provost for Academic Administration or designee. The appeal decision reached by this committee is final.

## **Class Attendance**

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. Therefore, regular attendance and participation in each course are minimal requirements. Absences are counted from the first official meeting of the class regardless of the date of the student's enrollment. If more than 20 percent of the classes are reported as missed, the faculty member may initiate the student's de-enrollment from the course without advance notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" or "NC." There are no refunds for courses where a de-enrollment was processed. For the

2020-2021 academic year, if absences exceed twenty (20) percent of the total number of class meetings but are due to university excused health issues, an exception will be granted.

A student who registers late must therefore be exceptionally careful about regular attendance during the remainder of the course. Registered students who neither attend the first class session nor inform the instructor of record of their desire to remain in the class may, at the request of the instructor, be removed from the class roster.

Exceptions to the foregoing attendance regulations due to extenuating circumstances beyond the student's control may be granted only by appeal to the Dean of the College of Extended Learning. Students should consult the syllabus of each course for specific applications of and elaborations on the above attendance policy.

## **Online Class Attendance**

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

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

## **Academic Behavior Policy**

Both faculty and students at Point Loma Nazarene University have the right to expect a safe and ordered environment for learning. Any student behavior that is disruptive or threatening is a serious affront to Point Loma Nazarene University as a learning community. Students who fail to adhere to appropriate academic behavioral standards may be subject to discipline. Although faculty members communicate general student expectations in their syllabi and disruptive student conduct is already addressed in the Undergraduate Student Handbook, the purpose of this policy is to clarify what constitutes disruptive behavior in the academic setting and what actions faculty and relevant administrative offices may take in response to such disruptive student behavior.

"Disruption," as applied to the academic setting, means classroom, instructor or classmate-related student behavior that a reasonable faculty member would view as interfering with or deviating from normal classroom, class-related, or other faculty-student activity (advising, co-curricular involvement, etc.). Faculty members are encouraged to communicate positive behavior expectations at the first class session and to include them in course syllabi. Examples of disruptive classroom or class-related behavior include, but are not limited to:

- persistent speaking without being recognized or interrupting the instructor or other speakers;
- overt inattentiveness (sleeping or reading the newspaper in class);
- inordinate or inappropriate demands for instructor or classroom time or attention;
- unauthorized use of cell phone or computer;
- behavior that distracts the class from the subject matter or discussion;
- unwanted contact with a classmate in person, via social media or other means;
- inappropriate public displays of affection;
- refusal to comply with reasonable instructor direction; and/or
- invasion of personal space, physical threats, harassing behavior or personal insults.

The above types of behavior are prohibited in the classroom, course-related off-campus activities and class-related interactions between students and faculty members or academic administrators. Incidents which involve both academic and non-academic behavior may result in responses coordinated by the Vice Provost for Academic Administration (VPAA) and the Vice President for Student Development or the Dean of Students.

Civil and polite expression of disagreement with the course instructor, during times when the instructor permits discussion, is not in itself disruptive behavior and is not prohibited.

All students, including students with disabilities, are required to comply with this Academic Behavior Policy and related policies in their respective Student Handbooks, Catalogs and/or faculty syllabi. Students with disabilities, however, may be entitled to receive academic adjustments, modifications or auxiliary aids and services as described below under the "Academic Accommodations" section.

### ***Response Procedure***

The following response procedure is recommended to faculty who witness or experience disruptive behavior, either in the classroom or in contact with an enrolled student outside the classroom. Depending on its severity, disruptive behavior could result in any of the following responses:

1. Verbal and/or written request to stop behavior and warning of potential consequences.
2. Exclusion from the current class period/activity.
3. E-mailed report to Vice Provost for Academic Administration and/or Vice President for Student Development which, may further result in:
  - Filing of report and no further action.
  - Student meeting with VPAA, the Dean of Students and/or the Vice President for Student Development to develop and sign classroom behavior and growth plan detailing appropriate behaviors and consequences for failure to comply.
4. Depending on the frequency and severity of the student behavior, consequences may also include without limitation permanent exclusion from a specific class, suspension, expulsion or administrative withdrawal from the university.

If events occur in classes or off-campus activities after university business hours, faculty should call Department of Public Safety and ask to speak to the highest ranking officer who will notify administrative personnel.

## **Academic Accommodations**

Pursuant to Section 504 of the Rehabilitation Act and other applicable laws, PLNU prohibits discrimination and harassment against a qualified individual with a disability. While all students are expected to meet the minimum standards for completion of each course as established by the instructor, students with disabilities may request academic adjustments, modifications or auxiliary aids/services. The PLNU Disability Resource Center (DRC), located in the Bond Academic Center (DRC@pointloma.edu or 619-849-2533), is the point of contact for disability issues for all PLNU undergraduate and graduate students, including students enrolled at the Mission Valley Campus and College of Extended Learning students enrolled in PLNU courses at Community College satellite campuses.

Current and prospective students seeking an accommodation must follow the reasonable accommodation procedures described in the Disability and Reasonable Accommodations Policy for Current and Prospective Students. After the student files the required documentation, the DRC, in conjunction with the student, will develop an academic adjustment or accommodation plan (AP) to meet that student's specific learning needs. The DRC, in conjunction with the student, will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP will be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

## Examinations

Examinations may be deferred due only to illness or other equally valid conditions over which the student has no control. Approval for deferral must occur before the scheduled examination. Faculty and/or the department or school has the authority to grant examination deferral.

## Grading System

Traditional letter grades (A, B, C, D, F) including plus and minus grades are used to indicate the level of scholarship earned for each course. Except for the correction of an error, all traditional letter grades are final at the conclusion of the academic term. Once the degree has been posted on the student's official transcript, no change of grade action is allowed for courses leading to the degree. The grade of 'C' is the lowest grade acceptable for credit.

*[CR] Credit.* The grade utilized for designated courses which are graded on a Credit/No Credit basis. Courses graded Credit are counted toward a student's total number of units but have no grade-point value and no effect on the grade-point average.

*[I] Incomplete.* A grade of Incomplete is given for work which has been completed partially in a satisfactory manner, but which, for valid reasons such as illness or death in the family, is not finished. The grade of I is to be given only on the basis of extraordinary circumstances clearly beyond the student's control. The grade of I is regarded as a deficiency grade and may be removed by the assignment of additional work to make up the deficiency; or, in cases where the incomplete is assigned because of inability to take a final examination, by a special examination. A grade of Incomplete must be made up within two weeks of the end of the course. If the work is not completed, the grade earned will be entered according to completed work for computation into the grade-point average. Until made up, a grade of I is considered as F in determining the student's grade-point average, and eligibility for financial assistance. *Note: Federal fair use policy requires ending access to Canvas resources after three weeks. Instructors should keep this in mind when establishing incomplete grade resolution requirements and deadlines.*

*[IP] In Progress.* A provisional grade assigned to courses, such as fieldwork courses, that extend longer than a term due to the nature of the course requirements. The grade of IP carries no grade points and is replaced by the grade earned when the requirements for the course are properly completed. If the work is not completed within one calendar year from the end of the term date of enrollment, the course registration will be concluded and a grade of No Credit [NC] assigned or a grade based on completed work for computation into the grade-point average.

*[NC] No Credit.* The grade recorded for all non-passing work in those courses graded on a Credit/No Credit basis. The NC grade has no grade-point value and no effect on the grade-point average. In order to complete an NC course to meet degree or credential requirements, including one that was an IP and reverted to NC, a student assigned this grade must register again for the course.

*[W] Withdrawn.* This grade is recorded when a student doing passing work is given permission by the program director to drop a course after the first 50 % of the course (for exceptional circumstances such as personal and family emergency).

*[WF] Withdrawn under failing conditions.* This grade is recorded when a student does not request permission or whose petition to withdraw from a class is denied after 50% of the class has passed. A grade of WF is considered the same as an F in calculating the grade-point average.

*Grade Points.* Letter grades are converted to numerical equivalents for computation according to the following scale.

Courses in which grades of IP, W, CR, and NC are received are not included in determining the grade-point average.

*Minimum Grades Required.* All students admitted to an adult degree completion program must maintain a program (major course of study) grade-point average of 2.000 (C) or better and a cumulative grade-point average of 2.000 (C) or better as a condition of remaining in the program.

Students are required to earn at least a "C" in all program courses to graduate. Students may repeat courses in which they earned a grade lower than a C. If this is done, each grade appears on the transcript, but the lower grade is not used for grade-point calculation. Only the units associated with the higher grade will be calculated into the total units earned toward graduation. Students receiving Veterans Benefits may not be eligible for benefits when repeating a course.

## **Course Grade Appeals**

It is the responsibility of the faculty to evaluate student performance and assign grades. The university has established a course grade appeal policy, however, that may be used when a student believes the syllabus was not followed in the grade calculation or if it is thought that grading was done in a capricious and arbitrary manner. The appeal policy does not include student dissatisfaction with a grade based on the faculty member's professional judgment. A Course Grade Appeal Form may be obtained from the Office of Records and must be filed by the last day of the following term in which the grade was given.

## **Earned Grades Policy**

In addition to completing a course's academic requirements, PLNU's Earned Grades Policy requires that a student's account be substantially paid in full to receive final course grades in a given term. Please review the complete Earned Grades Policy [here](#).

## **Certificate Requirements**

Optional certificates are offered in some schools or departments. The requirements governing certificates are as follows:

- A certificate is a skill based program responsive to employer and/or market need that supplements a student's graduate or degree completion studies. Point Loma Nazarene University offers certificates which may be one of three types: academic, professional development or attendance certificates.
- Academic certificates will be between six (6) and eighteen (18) graduate level units. Professional development certificates are based on a ten (10) hours per CEU formula. Attendance certificates are awarded on the basis of full session attendance.
- 50% or more of the units being applied to the certificate must be unique to that certificate.
- Only academic certificates that appear in the student's catalog of record may be earned at the point of graduation.
- Students must earn a 3.000 cumulative grade point average for an academic certificate with no grade lower than C.
- Of the total graduate units in the academic certificate, a minimum of two-thirds must be earned in residence.
- Academic certificate programs will state clearly whether they can be applied to a PLNU degree.
- Neither professional development nor attendance certificates can be converted to academic credit or applied to university programs or degrees.

## **Independent Study**

Independent studies at the university level enable students to enrich their academic experience by pursuing topics and research in a closely supervised program with an academic supervisor. In such a study, a qualified student works with the instructor to develop a plan and syllabus. Adult degree completion students may receive credit for up to six units of independent study to be applied to their degree program. No more than four units may be received from one project or study.

An independent study form and proposal must be submitted with a registration form to the program director, with an approved copy filed with the Office of Records. The independent study must be approved by the instructor, academic unit leader, and the respective dean. Independent study fees may apply depending on circumstances.

## **Prior Learning Credit**

In addition to the program units earned through the adult degree completion program, additional semester units must be earned to meet the degree completion requirements of 120 total semester units. A maximum of 24 units can be evaluated for credit through the following non-traditional methods:

- Testing (CLEP\*, Dantes\*)
- Prior Learning for university academic credit as evaluated by the American Council on Education (ACE) or the Council on Adult and Experiential Learning (CAEL) or the Military Experience credit

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

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. The student is responsible for any costs accrued for completing the evaluation.

\*CLEP and Dantes scores must be presented on original official documents from the issuing entity and are subject to the time limitations that each may place on score availability. (CLEP keeps scores for 20 years, after which time, testing would need to be re-done.)

## **Transfer Credit**

Transfer credit is defined as undergraduate credit earned at other accredited institutions. Students in adult degree completion programs must transfer in a minimum of forty (40) units. At least 36 units must be taken in residence (Thirty (30) units for RN to BSN Advanced Standing students). PLNU will not accept transfer credit from Career or Technical Schools without a thorough evaluation process. Transfer credit from Foreign Institutions will not be accepted without proper transcript evaluation from an accredited Foreign Transcript evaluation service. For transfer coursework to be considered, it must be presented on an original official transcript directly from the issuing institution.

## **Academic Standing**

### **Normal Academic Progress**

The academic progress of all students is reviewed by the Dean of the College of Extended Learning. Those who maintain the minimum required grade-point average are in satisfactory scholastic standing and as such are making progress toward a degree. To remain free of academic probation, students must earn a minimum cumulative grade-point average specified by the program in which they are enrolled. The Adult Degree Completion program requires a GPA of 2.000 for the major course of study, with a minimum grade of C grade counting toward the completion of a program requirement. Consistent with undergraduate degree policy, a cumulative GPA of 2.000 is required for graduation.

### **Unsatisfactory Academic Progress**

Point Loma takes seriously a student's inability to make satisfactory progress toward the goal of a degree. The university works with students placed on academic probation to create links between them, advisors, program directors,

and other support staff. Policies concerning students on academic probation are administered by the Dean of the College of Extended Learning.

*Note: Students who receive federal, state, or veterans aid must meet certain qualitative and quantitative standards of academic progress. As a result, it may be possible for a student to be on academic probation at the university but be ineligible for federal, state and veterans aid. Additional information on PLNU's financial aid satisfactory progress policy is available in the PLNU Student Financial Services Office.*

## **Academic Warning**

Students whose semester or session GPA is below acceptable standards may receive a letter of Academic Warning. This includes courses without final grades, such as in progress courses or incomplete courses.

## **Academic Probation Alert**

Students whose cumulative GPA meets the minimum standard for academic good standing, but whose session GPA for a regular semester falls below the program minimum, are placed on alert status. While not technically on academic probation, these students are under the strict supervision of the Office of the Dean of the College of Extended Learning and may be required to repeat courses in which they received a low grade.

## **Academic Probation**

Students whose cumulative GPA falls below minimum standards are placed on academic probation. Probationary students who fail to earn the minimal required session GPA for their program the following semester are disqualified from continuing at the university.

## **Continuance on Academic Probation**

Students who are on probation and earn at least the required GPA for their program during the current session, but whose cumulative GPA is below that standard, may be continued on academic probation at the discretion of the Vice Provost for Graduate and Professional Services, considering all factors. These students are under the strict supervision of the Office of the Vice Provost for Graduate and Professional Services.

## **Academic Disqualification**

Students whose cumulative GPAs fall below the minimum requirements for two consecutive semesters are disqualified. Students who are disqualified from continuation at the university due to performance below minimum GPA standard will receive a letter from the Dean of the College of Extended Learning describing the reason for the disqualification, the student's eligibility or ineligibility to apply for readmission and the route to readmission if eligible.

## **Withdrawal and Readmission**

### **Withdrawal from the University**

There are times when a student finds it necessary to withdraw from the university. In order to avoid being administratively withdrawn, courses and incompletes being converted to a failing grade, and financial payments going into default, students are required to notify the Office of Records and complete a Notice of Intent to Withdraw from the university. If withdrawal occurs while a course is still in progress, students must also follow the procedures listed below for withdrawing from a course.

## **Withdrawal from a Course**

Students may drop a course at any time up to the last day allowable to drop a course. If this action leaves the student with no further courses, a withdrawal form (available online) must be filed in a timely manner. Students with extenuating circumstances, such as personal or family emergencies after the last day to drop, may contact the Center for Student Success to begin the process for withdrawal. If the action is approved, courses are then graded with a W (withdrawal) unless the faculty deems the student's performance to be unsatisfactory at the time of withdrawal, at which point a WF grade would be assigned.

Students who cease attending or never attended a course for which they are registered receive an F in that course if the above procedures for dropping/withdrawing are not followed.

Financial implications for withdrawals may be found under "Refund Policy."

## **Leaves of Absence**

For more information regarding Leaves of Absence, please refer to the 2020-2021 Graduate and Professional Studies Student Handbook.

## **Readmission**

Students who have been admitted to the university, have attended classes, and have subsequently withdrawn formally or failed to register for more than one semester (or two sequential Quads) but less than one year must contact their program academic advisor or the Office of Student Success to determine next steps for re-entry. Students who have not been enrolled for one calendar year from the last date of attendance must submit a new application through the Office of Graduate and Professional Studies Admissions. Students who are successfully readmitted are subject to the program requirements of the catalog under which they re-enter unless a leave of absence has been granted. Also upon return, students are subject to availability of course offerings and course sequencing.

## **Administrative Withdrawal**

Students who have not attended or enrolled in a course for one semester, are not currently completing coursework and have not officially withdrawn, will be placed in an inactive status. Students who have been inactive for one year will be administratively withdrawn. Such withdrawal may have financial aid implications. Students with this status must submit a new application to the university and to their degree program.

## **Curricular Exceptions**

Occasionally, an exception to the requirements in this catalog may be appropriate. The program director will make a recommendation to the appropriate dean. Decisions regarding exceptions are based on the merit of each individual case.

All curricular exceptions combined may not exceed 20% of the total units required for the degree or credential. The rationale for such changes must be substantiated with official academic records that become part of the student's PLNU academic records in the Office of Records.

A curricular exception is a course substitution of one PLNU course substituting for another PLNU course.

## **Application for Graduation**

A student who intends to graduate must complete an Application for Degree Candidacy obtained from their Student Services Counselor. The form must be filed with the Office of Records no less than 60 days prior to the anticipated

degree posting date. All work taken toward a degree must be completed in full with passing grades recorded prior to the anticipated degree posting date. Degrees are conferred three (3) times per year at the close of each academic term. If all program requirements for the semester of application are not completed, the student must reapply for graduation. Degrees are posted in the semester of final registration and/or completion of final requirements.

Commencement convocation is held two times a year, at the close of the fall and spring terms. All candidates who completed their work and had their degree posted in the current academic year may participate. A candidate who is deficient in meeting graduation requirements by nine (9) units may be permitted to participate in the following commencement. The diploma is available to graduates approximately 10 weeks after satisfactory completion of all work for the degree after the closest degree confirmation date.

All candidates must complete all program courses to participate in Commencement unless all of the following are met:

- There are no more than nine (9) non-program units lacking to complete the required units for the degree; and
- There is an approved plan to complete the remaining units in the immediately following term

## Graduation Honors

Graduation with Latin Honors. The university recognizes academic excellence with the following honors designation based exclusively on the residential grade-point average (GPA earned in residence at PLNU):

- *Summa cum Laude (highest honors), 3.900 and above*
- *Magna cum Laude (high honors), 3.700 to 3.899*
- *Cum Laude (honors), 3.500 to 3.699*

Final honors are designated on diplomas. To be considered for honors a student must have a minimum cumulative grade-point average of 3.500, including all transfer work. The specific level of honors noted above is only based on PLNU residential units.

The university announces unofficial honors during the commencement ceremony using these calculations and based on units earned by the conclusion of the previous term. Official honors are posted with the degree.

## Education Records (FERPA) and Directory Information

The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended affords students certain rights with respect to their education records. These include: 1) the right to inspect and review the student's education records within 45 days of the day the university receives a request for access, 2) the right to request the amendment of the student's education records that the student believes are inaccurate or misleading, 3) the right to consent to disclosures of personally identifiable information contained in the student's education records, and 4) the right to file a complaint with the U.S. Department of Education concerning alleged failures by Point Loma to comply with the requirements of FERPA.

FERPA has specifically identified certain information called directory information that may be disclosed without student consent. Although directory information may be disclosed without student consent, PLNU is not required to release directory information.

The university has defined directory information as name, address (including electronic mail), telephone number, date and place of birth, major field of study, dates of attendance, enrollment status, degrees, honors and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, degree candidacy, and the most recent previous educational agency or institution attended. This information may be provided, upon review by the Vice Provost for Academic Administration, as public information or to individuals who demonstrate a valid need to contact students.

Periodically, PLNU conducts formal and informal photo and video shoots (around the campus and at off-campus events and activities) for use in university publications, social media, promotional videos/commercials, and the PLNU Web site. Students who require that no identifiable image be used by the university must notify Marketing and Creative Services in writing prior to the second Monday of each semester. Students should email their request to photo-optout@pointloma.edu and include their full name and student ID number. In addition, PLNU may submit information about students' participation in school activities to media outlets. Students who require that their names be excluded from such stories must notify Marketing and Creative Services in writing prior to the second Monday of each semester.

The university may disclose education records to college officials with legitimate educational interests. A college official is a person employed by the university; a member of the Board of Trustees; or an individual serving on a committee, such as disciplinary or grievance committees. A college official has a legitimate educational interest if the information aids the official in fulfilling professional functions. PLNU also includes among college officials a student appointed to an official committee or assisting another official in performing tasks and outside service providers who perform an institutional service of function such as attorneys, auditors, and the National Student Clearinghouse. The university may also disclose education records to post-secondary institutions in which a student is seeking or intending to enroll, or is already attending if the disclosure is for purposes related to the student's enrollment or transfer.

Questions relative to FERPA policies should be referred to the Office of the Vice Provost for Academic Administration.

## **Teach-Out Policy**

For more information regarding Teach-Out Policy, please refer to PLNU's Teach-Out Policy and Procedures.

## **Official Catalog**

As the online catalog is considered to be the official document relative to academic program offerings and charges, any print-outs of pages taken from the online version are, by definition, unofficial. Also, PLNU reserves the right to amend this Catalog at any time without prior notice. This Catalog, along with the policies herein, supersedes and control over all previous Catalogs, except as otherwise expressly provided herein regarding graduation requirements.

# **Department of Kinesiology**

## **Purposes**

- To prepare students for careers in physical therapy, physician assistant, medicine, occupational therapy, athletic training, teaching, coaching, and fitness and wellness occupations.
- To provide students the opportunity to participate in a program designed to aid in the development of physical efficiency, healthful living, social cooperation and individual activity for the enjoyable and intelligent use of leisure time.
- To introduce students to the potential benefits of a stimulating systemic exercise program.

## **Tradition of Excellence**

The Department of Kinesiology offers students many unique opportunities. Students participate with experienced and nationally recognized professors in a dynamic, hands-on educational experience. The faculty gives the students a deep insight into the area of health, sports medicine, physical fitness, strength and conditioning, and teaching or coaching

making the program perfect for a variety of interests. In addition, the Health and Human Performance major can lead students into our accelerated 3+2 athletic training dual degree program. Students complete a B.A. in Health and Human Performance and also earn their Master of Science in Athletic Training through our program. As part of the educational program, students participate in practical laboratory and internship programs guided by practicing clinicians, observation and participation in hospitals and physical therapy centers, observation of surgery and special lecture series with medical doctors and other medical experts. The kinesiology laboratories also serve as a hallmark of excellence with state of the art gross anatomy, biomechanics, exercise physiology, and sports science laboratories students will be trained by experts in each field using advanced equipment.

## **Career Opportunities**

Graduates of the Department of Kinesiology are prepared for a variety of opportunities that await them after leaving PLNU. Many students go on to graduate schools in physical therapy, athletic training, physician assistant, exercise physiology and medical school. Other students become teachers and/or coaches. Still others go on to work as program directors at hospitals and sports clinics. With the experiences and education found at PLNU, the opportunities in fields related to Kinesiology become reality.

## **Faculty**

Arnel Aguinaldo, Ph.D.  
*Concordia University Chicago*

Brent Alvar, Ph.D., Program Director MS in Kinesiology  
*Arizona State University*

Nicole Cosby, Ph.D., Program Director MS in Athletic Training  
*University of Virginia*

Susan Ganz, Ph.D.  
*University of New Mexico*

Jacob Goodin, Ph.D.  
*Eastern Tennessee State University*

Jessica Matthews, Ph.D., Program Director MS in Kinesiology, Integrative Wellness  
*Arizona State University*

Brandon Sawyer, Ph.D., Undergraduate Chair  
*Arizona State University*

Jeff Sullivan, Ph.D., Vice Dean College of Health Sciences  
*Oregon State University*

## **Masters**

### **Master of Science in Athletic Training**

The Master of Science in Athletic Training (MS-AT) is a 60-unit program comprising two eight-week summer terms and four traditional 16-week terms.

The MS-AT is designed to prepare highly knowledgeable and career-focused professionals for the dynamic and rapidly growing field of athletic training. The MS-AT will challenge and fully equip students to become highly effective allied health care professionals and lifelong learners who incorporate a Christian perspective, academic excellence and

professional/relational proficiency. The MS-AT will consist of extensive laboratory and clinical experiences designed to provide a multifaceted learning experience that incorporates current research and scholarly instruction. The desired outcome of the curriculum is to emphasize an evidence-based approach to healthcare with the integration of Christian faith to produce intellectually and spiritually sound clinicians who are service oriented and focused on providing patient-centered care. Graduates will achieve the entry-level competencies necessary to take and pass the certification examination offered by the Board of Certification (BOC).

## Program Learning Outcomes

Upon completion of the Master of Science in Athletic Training (MS-AT), the successful student will be able:

1. To prepare students to demonstrate competency in interpreting evidence-based research and improving clinical standards and practice through clinical question development and research methodology.
2. To prepare students to develop expertise in the athletic training domains through an integrative experiential clinical model.
3. To equip students with appropriate knowledge and educational foundation required for an entry-level Certified Athletic Trainer.
4. To prepare students to establish and understand the importance of inter-professional relationships, while collaborating with other health care professionals to become effective communicators.
5. To prepare students to demonstrate preparation, knowledge and skill in the delivery of comprehensive health care to a diverse set of patients with musculoskeletal injuries and conditions and illnesses in a distinctly moral and ethical manner, integrating Christian faith with clinical practice.

## Program Eligibility

The Master of Science in Athletic Training program has two routes for admission, with each route requiring the prospective student to complete the required course prerequisites. These routes include:

1. A student who has obtained a bachelor's degree and the essential prerequisites from a regionally accredited college or university. Applicants will apply through the university's application process.  
OR
2. The 3+2 accelerated program in coordination with the Bachelor of Arts in Exercise and Sport Science (Pre-Allied Health Concentration) and prerequisites at Point Loma Nazarene University. Advising for this route of admission is critical and applicants will apply directly through the department using an internal application.

***To be reviewed for acceptance into this program, the following must be in place:***

- *It is highly recommended to submit completed admission application by December 1.*
- To be considered for admission, applicants must submit the following:
- Completed application through the graduate website or completed internal application
- Official transcripts from all colleges/universities attended
- Cumulative GPA of 3.000 or higher in the undergraduate degree
- Prerequisite course GPA of 3.000 or higher with no course grade below a "C" and all prerequisites taken in the previous seven years
- Hours verification form (50 hours volunteering under the direct supervision of a certified athletic trainer)
- Three Letters of Recommendation which describe academic and clinical abilities (One must be from a certified athletic trainer that has observed your clinical skills and another must be from a professor/teacher who can describe your academic abilities)
- (International Students Only) - applicants who have completed their undergraduate degree outside of the United States are required to achieve an acceptable score on the Test of English as a Foreign Language (TOEFL), minimum 550 (paper-based), or 80 (internet-based).

***Prerequisite Courses*** (*Prerequisite course syllabi are required at the time of application*)

- Anatomy and Physiology with a lab
- Physics (please contact program director for questions regarding this course)
- Biology
- Chemistry
- Psychology

#### ***Additional Information***

- If a combined Anatomy/Physiology course is taken, two semester or three quarter courses are required.
- Prerequisite courses may be repeated only once; the second grade will then be used to calculate GPA.
- Pass/Credit grades for prerequisite courses will be accepted if the granting institution has a C or better basis for a grade of Credit/Pass.
- Courses which have received advanced placement credit (AP or CLEP) may fulfill prerequisite requirements. The credit hours and grade points will not be computed in the GPA calculation.
- Students who are offered admission are required to financially commit and enrollment deposit with the Office of Graduate Admission. Generally, the deposit must be received within two weeks of notification of admission.
- Students must satisfactorily complete all remaining prerequisite course requirements in accordance with the admission requirements before beginning MS AT coursework.
- Accepted students are required to meet technical standards and specific health requirements (e.g., vaccinations).
- Persons who have been dismissed from another athletic training program are not eligible for consideration for admission to Point Loma Nazarene University.
- Applicants who decline or are denied admission may reapply in any subsequent year. Admission requirements are subject to change, and admission in one year does not guarantee admission in any subsequent year.
- Persons who cannot pass an FBI/Department of Justice Background Check are not eligible for clinical education rotations and are not admissible to the program.
- Point Loma Nazarene University considers all applicants without regard to race, religion, color, national origin, ancestry, gender, marital status, sexual orientation, special needs, veteran status or any other characteristic protected by applicable state or federal civil rights laws. Some information requested in the application is requested for federal or accreditation reporting and will not be used in a discriminatory manner.

#### ***Post -Admission Documentation***

- After admission into the MS in Athletic Training program, the following documentation must be submitted to the AT program director prior to the beginning of any coursework:
- CPR Certification. Emergency Cardiac Care or CPR/AED for the Professional Rescuer (note: online CPR courses and Lay Responder Certification are not accepted)
- Immunizations record (e.g., hepatitis B, TB-test within the past 6 months, etc.)
- Federal background check will be completed upon arrival to campus in the summer

### **Graduation Requirements**

1. Successful completion of all didactic and clinical requirements with a minimum 3.000 grade point average
2. A completed application for degree candidacy conveyed to the Office of Records,
3. All student accounts paid in full, and
4. All requirements completed within three years from the time of initial enrollment.

### **Required Courses**

- ATR 6000 - Seminar in Athletic Training (*I*)

- ATR 6005 - Research Methods and Statistical Techniques for Clinical Decision Making in Sports Medicine (3)
- ATR 6007 - Research Project Seminar (1)
- ATR 6008 - Research Seminar II (1)
- ATR 6010 - Therapeutic Interventions (3)
- ATR 6010L - Therapeutic Interventions Laboratory (1)
- ATR 6011 - Advanced Functional Movement Interventions (3)
- ATR 6015 - Therapeutic Agents (2)
- ATR 6015L - Therapeutic Agents Lab (1)
- ATR 6020 - Pharmacology for Allied Health Care Professionals (2)
- ATR 6050 - Psychology of Sport, Injury and Rehabilitation (3)
- ATR 6065 - Leadership and Management in Athletic Training (3)
- ATR 6070 - Nutrition for Athletic Trainers (2)
- ATR 6085 - General Medical Conditions and Medical Terminology (3)
- ATR 6087 - Evidence Based Orthopedic Assessment of the Lower Extremity (3)
- ATR 6087L - Evidence Based Orthopedic Assessment of the Lower Extremity Laboratory (1)
- ATR 6088 - Evidence Based Orthopedic Assessment of the Spine and Upper Extremity (3)
- ATR 6088L - Evidence Based Orthopedic Assessment of the Spine and Upper Extremity Laboratory (1)
- ATR 6090 - Clinical Internship I (3)
- ATR 6091 - Clinical Internship II (3)
- ATR 6092 - Clinical Preceptorship (3)
- ATR 6093 - Clinical Practicum I (3)
- ATR 6094 - Clinical Practicum II (3)
- ATR 6099 - Athletic Training Capstone (2)
- KIN 6010 - Evidence-Based Practice and Decision Making in Kinesiology (3)
- KIN 6075 - Gross Anatomy of the Musculoskeletal System (3)

## **Master of Science in Kinesiology**

The Master of Science in Kinesiology (MS-KIN) is designed to prepare highly knowledgeable and career-focused professionals for the dynamic and rapidly growing fields of exercise science, sport management, sport performance. The MS-KIN program develops graduates who integrate the current best research evidence with professional practice to solve relevant problems in the disciplines related to Kinesiology. Students collaborate with faculty and professional colleagues to improve outcomes in clients, patients, or business systems related to healthcare, sport, and fitness. Student will also gain advanced specialization and/or certification in a discipline of their choice through focused study in a concentration.

The MS-KIN is a 30 unit accelerated graduate program designed especially for young professionals and recent graduates of a four year baccalaureate degree program. The program has a common core and a concentration of 17 units. Upon completing the core, all students will choose from one of three areas of concentration: Exercise Science, Sport Performance, or Sport Management. Students who choose the Sport Management concentration may substitute up to 6 units from the Fermanian School of Business MBA courses for core requirements.

A fourth concentration in Integrative Wellness is a fully online track with 21 units of concentration course requirements and 9 units in the concentration electives.

## **Program Learning Outcomes**

Upon completing the core curriculum of the MS-KIN, students will be able to:

1. Appraise current research data in Kinesiology and integrate it into professional practice to solve relevant problems and make effective decisions.
2. Work independently and with a team to persuasively communicate essential information in their discipline.
3. Demonstrate appropriate breadth of knowledge of the background and principle research in their specialization in order to conduct an independent research project.
4. Serve various populations, integrating compassionate care and the Christian faith with their professional practice.
5. Pursue an active and growing involvement in their discipline by achieving advanced certification and/or membership in a related professional organization.

Upon completing an area of concentration, students are expected to attain the following outcomes:

### **Exercise Science**

1. Incorporate current best evidence to make effective decisions about the optimal care of patients and clients.
2. Apply knowledge of the metabolic and physiologic benefits of exercise toward creating effective exercise interventions to treat and prevent metabolic diseases.
3. Work with a team of colleagues to perform common laboratory assessments to determine health, fitness, and disease states in a series of patients.

### **Sport Performance**

1. Integrate clinical experience with the use of the current best evidence to make effective decisions about the optimal care of patients and clients.
2. Develop and apply technical knowledge in sports performance and/or sports medicine through direct patient care and client interaction that improves health outcomes.
3. Work with a team of colleagues to construct and present a critical appraisal of a current topic to enhance professional practice in sport performance.

### **Sport Management**

1. Demonstrate essential knowledge of basic management and prioritization principles in the business of sport.
2. Work with a team of colleagues to construct and present an effective risk management plan and operating budget for a sport, fitness, or physical education setting.
3. Develop technical knowledge, effective leadership, and decision-making skills while performing professional service (at least 100 hours) related to sport management.

### **Integrative Wellness (online program)**

1. Apply evidence-based coaching strategies and behavior change techniques to facilitate meaningful lifestyle changes and improved health outcomes
2. Collaborate with colleagues in a wide variety of settings to provide an integrative and holistic approach to healthcare, health education, and health promotion
3. Evaluate the influence of biopsychosocial factors on health, healing, and well-being to design lifestyle interventions to prevent and manage chronic diseases.

### **Program Eligibility**

To be reviewed for acceptance into this program, the following must be in place:

- Completed application for admission to the PLNU Graduate programs and Master of Science in Kinesiology program, including a \$50 non-refundable application fee.

- Personal essay that describes why the candidate desires to participate in the Master of Science in Kinesiology and outlines professional goals for the future
- Baccalaureate degree from a regionally-accredited institution, as evidenced on an official transcript with a posted degree.
- Undergraduate GPA of 3.000 or higher.
- Two references (e.g., professors or employers )who have current knowledge of the applicant's character, academic ability, and professional potential.
- Special Undergraduate course prerequisites:
  - Exercise Science concentration - courses in Human Anatomy and Physiology and Exercise Physiology
  - Sport Performance concentration - courses in Human Anatomy and Physiology and Structural Kinesiology/Biomechanics; BOC-Certified Athletic Trainers or Certified Strength and Conditioning Specialists (NSCA) will be looked upon favorably for graduate assistantships.
  - Sport Management - no prerequisite courses are required. However, students enrolling in courses in the Fermanian School of Business will need to meet any prerequisites for those courses.
  - Integrative Wellness (online program) - no prerequisite courses are required. However, a baccalaureate degree from a regionally accredited institution in a health, wellness or fitness related program OR a non-health related baccalaureate degree and a reputable health, fitness, or wellness certification (or equivalent) and a minimum of three years of professional experience in the field of health, wellness, or fitness is required.

## Graduation Requirements

In order to earn and receive a Master of Science in Kinesiology degree, a student must satisfy all of the following:

1. Successful completion of all core requirements, an area of concentration, and the project or thesis,
2. A completed application for degree candidacy conveyed to the Office of Records,
3. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee, and
4. All requirements completed within five years from the time of initial enrollment.

## Concentrations:

- Exercise Science
- Sports Management
- Sports Performance
- Integrative Wellness online program

## Core Courses for Exercise Science, Sports Management and Sports Performance

- KIN 6000 - Foundations in Kinesiology (3)
- KIN 6010 - Evidence-Based Practice and Decision Making in Kinesiology (3)
- KIN 6060 - Directed Readings (1)
- KIN 6088 - Internship or Practicum in Kinesiology (1-3)  
*Choose one course from:*
- KIN 6095 - Comprehensive Examination (0)
- KIN 6098 - Capstone Project (3)
- KIN 6099 - Thesis (3)

### Exercise Science Concentration (17 units)

- KIN 6005 - Research Methods (3)
- KIN 6025 - Special Topics in Exercise and Sports Science (3)
- KIN 6036 - Clinical Exercise Testing and Interpretation (3)
- KIN 6046 - Clinical Exercise Physiology and Metabolism (3)
- KIN 6050 - Research Project Seminar in Kinesiology (2)
- KIN 6056 - Clinical Exercise Prescription (3)

### Sport Performance Concentration (17 units)

- KIN 6005 - Research Methods (3)
- KIN 6015 - Biomechanical and Neurological Basis of Human Movement (3)
- KIN 6025 - Special Topics in Exercise and Sports Science (3)
- KIN 6035 - Advanced Practice in Movement Interventions and Corrective Exercise (3)
- KIN 6050 - Research Project Seminar in Kinesiology (2)
- KIN 6075 - Gross Anatomy of the Musculoskeletal System (3)

### Sport Management Concentration (17 units)

- KIN 6011 - Managing Personnel, Facilities, and Events in Sports (3)
- KIN 6020 - Marketing, Promotion and Public Relations in Sport (3)
- KIN 6030 - Leadership in Sports (3)
- KIN 6040 - Finance and Economics of Sports (3)
- KIN 6051 - Seminar in Kinesiology (2)

*Student in Sports Management take 3 units of Kinesiology electives or the following courses in the MBA and/or Education programs from the following options:*

- BUS 6010 - Organizational Behavior (3)
- BUS 6035 - International Business (3)
- BUS 6050 - Operational Excellence (3)
- BUS 6067 - Project Management and Communications (3)
- EDU 6002 - Foundations of Special Education (3)
- GED 6072 - Philosophy in Education (3)

### Integrative Wellness Online Program (30 units)

#### Concentration Courses (21 units)

- KIN 6007 - Evidence-Based Practice and Research Methods (3)
- KIN 6017 - Lifestyle Medicine and Integrative Health (3)
- KIN 6027 - Behavior Change Models, Methods and Theories (3)
- KIN 6037 - Exercise and Nutrition for Health and Healing (3)
- KIN 6047 - Integrative Health and Wellness Coaching (3)
- KIN 6077 - Advanced Health and Wellness Coaching (1)
- KIN 6087 - Mind-Body Medicine (3)
- KIN 6097 - Project Seminar in Integrative Wellness (2)

### Concentration Electives (6-9 units)

Choose two courses from the following if choosing Capstone Project.

Choose three courses from the following if choosing Comprehensive Exam.

- KIN 6025 - Special Topics in Exercise and Sports Science (3)
- KIN 6026 - Sport and Exercise Nutrition for Peak Performance (3)
- KIN 6051 - Seminar in Kinesiology (2)
- KIN 6056 - Clinical Exercise Prescription (3)
- KIN 6057 - Wellness Entrepreneurship (3)
- KIN 6067 - Disruptive Health Technologies (3)
- KIN 6088 - Internship or Practicum in Kinesiology (1-3)

### Culminating Experience (0-3 units)

*Choose one course from:*

- KIN 6095 - Comprehensive Examination (0)
- KIN 6098 - Capstone Project (3)

## Department of Graduate Psychology

### Masters

#### Master of Arts in Clinical Counseling

The Master of Arts in Clinical Counseling (MACC) program can be completed in two years of continuous enrollment. Classes are designed as collaborative learning experiences where students and instructors are engaged in asynchronous dialog throughout the week. Students learn in community as they participate in a cohort experience that not only provides for a great learning environment, but also develops a network of friends who share common goals.

Students in the MACC program will decide, by the end of their first year, whether to pursue clinical hours to become either a Licensed Professional Clinical Counselor (LPCC) or a Licensed Marriage and Family Therapist (LMFT). During the second year of the program, students enroll in supervised practicum as clinical counseling trainees. Our practicum students are required to serve the community of San Diego by providing no/low-cost counseling at our on-site training clinic in Mission Valley before being placed in off-site practicum locations.

Upon graduation the student applies to the Board of Behavioral Sciences to become a registered intern and then continues to accrue the necessary hours of clinical experience in order to sit for the state licensing examination to become either an LPCC or an LMFT.

#### Program Learning Outcomes for Clinical Counseling

The core curriculum of the Master of Arts in Clinical Counseling program is to develop students with these key outcomes:

1. Students will articulate a clear, accurate understanding of their professional identity as either an LMFT or LPCC, or both.
2. Students will demonstrate knowledge of the fundamental domains in their selected area of specialization, in professional clinical counseling (i.e., foundations; counseling prevention, and intervention, diversity &

- advocacy; assessment; research & evaluation; and diagnosis) or marriage and family therapy (i.e., human development, family dynamics, systemic thinking, interactional theories, traditional and contemporary marriage and family theories, research and cultural context).
3. Students will demonstrate ability to apply relevant research and evaluation models in practice of clinical counseling.
  4. Students will demonstrate skills and practices of clinical counseling in the delivery of mental health services (e.g., assessment, diagnosis, treatment, termination, documentation, & ethical practice).
  5. Students will deliver mental health services with multicultural competence and sensitivity.
  6. Students will demonstrate ability to integrate faith with clinical counseling practice in clinically appropriate, culturally sensitive, and ethical manner.

## Admission Requirements

Point Loma Nazarene University assesses the Master of Arts in Clinical Counseling applicants on the basis of evidence submitted via application documentation. Applications will be processed upon receipt of all required materials. To be admitted into the Clinical Counseling program, an applicant must meet these requirements:

1. Submit a completed Point Loma Nazarene University online application form.
2. Have earned a bachelor's degree or graduate degree from an accredited institution, with a cumulative undergraduate or graduate grade point average (GPA) of 3.000 or higher on a 4.000 scale (\*). All hours at the degree level from accredited institutions will be considered in calculating the cumulative GPA. Applicants must submit one official transcript from all colleges and universities attended for undergraduate and graduate work.

Note: Official Transcript: a transcript with a registrar's seal from the institution granting credit sent directly to Point Loma Nazarene University, 3900 Lomaland Dr., San Diego, CA 92106

If your University provides official electronic transcripts, please email to [gradprocessing@pointloma.edu](mailto:gradprocessing@pointloma.edu).

1. Submit a professional resume.
2. Submit a 500-600 word (\*\*) Statement of Purpose addressing the following topics:
  - A personal statement on why you wish to participate in the MACC program,
  - Your current philosophy of leadership,
  - Your relevant academic and professional experience, and
  - Your future career or life goals.

(\*) Contact a graduate enrollment counselor regarding the exceptions process if you don't meet the minimum GPA requirement.

(\*\*)The five-paragraph essay is to be formatted in APA style and should reflect your best writing. For help in writing the essay, see [statementofpurpose.com](http://statementofpurpose.com). Your paper will be graded on a 5-point scale, and you must receive a minimum 3.5 to meet the benchmark.

## Clinical Training

The MACC program includes the application of theory in direct clinical experience. While enrolled in supervised practicum courses, students have the opportunity to provide direct clinical service to clients in community agencies approved by the school. Before placement at an external agency, students will provide psychotherapy to one or more clients at the on-site training clinic, the Center for Enriching Relationships. Upon successful completion of this initial experience and approval by the training staff, students will secure a practicum site in the community and complete a 10-12 month traineeship. Although particular site requirements vary, all students will complete 700 total hours of supervised training (300 of which is face-to-face, direct service). Student suitability to provide mental health services will be evaluated by the training staff in an on-going manner, and any evidence of concerns (i.e. ethical violations, patterns of personal characteristics and/or behavior that poses risk to the welfare of the client) may lead to remediation or potential dismissal from the program.

## Personal Therapy Requirement

Over the course of the program, MACC students are required to receive 20 hours of personal psychotherapy from a licensed clinician. Students may complete this requirement in an individual or group setting. Two hours of group therapy or one hour of individual therapy counts as one hour of credit toward the requirement. At least ten of the twenty hours must be individual or group therapy and up to ten hours can be marital or family therapy. This requirement must be completed prior to graduation.

## Comprehensive Examination

As a final assessment of competency, each student must pass the Comprehensive Examination, a computerized mock license exam that reflects program coursework and obtained clinical knowledge. This examination is administered during PSY 6097. Passing the Comprehensive Examination is required for graduation.

## Graduation Requirements

In order to earn and receive a Master of Arts in Clinical Counseling degree, a student must satisfy all of the following:

1. Successful completion of all core requirements, an area of concentration, and the project or thesis,
2. A completed application for degree candidacy conveyed to the Office of Records,
3. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee,
4. All requirements completed within eight years from the time of initial enrollment,
5. All courses must be completed with a grade of B- or better. Grades of B- or lower may be repeated for grade improvement,
6. Completion of the Personal Therapy Requirement,
7. Pass the Comprehensive Examination, and
8. A personal interview (in person or using video conferencing technology) with the student will take place at the end of the program to review the things that have been learned and how the student felt the program equipped him/her for servant leadership. The interviews are designed to ensure that the student has a clear understanding of the material covered in courses taken and to evaluate the effectiveness of the program.

Note: Student reviews will be in person (face-to-face) or use video conferencing technology. To comply with U.S. Department of Education and accreditation requirements, students are required to show a government issued photo I.D.

## Program Eligibility

Point Loma Nazarene University assesses the Master of Arts in Clinical Counseling applicants on the basis of evidence submitted via online application documentation. Applications will be processed upon receipt of all required materials. To be admitted into the Clinical Counseling program, an applicant must meet these requirements:

- Submit online application for admissions (includes \$50 non-refundable application fee)
  - Fee waived if applicant is one of the following: PLNU alum, current or former military and their dependents, PLNU employee
- Submit official transcripts with proof of earned baccalaureate degree from a regionally accredited institution.
  - Send official transcripts by mail to: Point Loma Nazarene University, Office of Graduate Admissions, 3900 Lomaland Drive, San Diego, CA 92106
  - Send official transcripts by email to: gradprocessing@pointloma.edu
- Specifically state how you would like to use your master's degree from PLNU to further your career in a 3-5 page essay. Make sure you clearly touch on the three points
  - Clarify what job setting you see yourself pursuing upon completing the MACC and specify how this degree program will help you in that setting.

- Describe how you will appraise, utilize, and integrate specific Biblical or ethical principles and /or counseling theories into your future professional practice
- State how your previous education and work experiences have uniquely prepared you for success in the MACC program.
- Submit a resume/vita
- Submit three professional references including name, title, phone, and email for each reference
- Background check through LiveScan
- Completion of the MMPI 2 personality assessment administered through the department
- Interview with the Department of Graduate Psychology
- Ensure undergraduate course prerequisites are met

Exceptions Policy: If you have below a 3.000 GPA in your baccalaureate degree you will need to speak with your enrollment counselor for more information on the exceptions materials needed for your particular program.

## Program Prerequisites

Prior to beginning this program, the following course requirements must be completed:

- General Psychology
- Abnormal Psychology
- Human Development

An official transcript from a regionally accredited institution is the required documentation.

## Transfer Options

Transfer credit is defined as graduate credit earned at another regionally accredited institution. Students may request transfer courses to be considered for application to a degree program. Any transfer courses to be considered for application to a degree program must be recommended by the school dean/department chair with final approval residing with the Vice Provost for Academic Administration. No more than one sixth of the program units may be transferred to the degree, and all coursework must have been completed within the last seven years at a regionally accredited institution and may not have been previously used for completion of a graduate degree program.

## Required Courses

- PSY 6001 - Issues in Psychotherapy - Theology Integration (3)
- PSY 6008 - Lifespan Development (3)
- PSY 6009 - Multicultural Theories and Development (3)
- PSY 6011 - Professional Ethics and Law (3)
- PSY 6021 - Psychodiagnostics and Mental Disorder Treatment (3)
- PSY 6025 - Counseling Theories and Faith Integration (3)
- PSY 6026 - Counseling Theories and Faith Integration II (3)
- PSY 6027 - Treatment of Children and Adolescents (3)
- PSY 6028 - Abuse Assessment and Reporting (3)
- PSY 6029 - Marriage and Family Therapy (3)
- PSY 6030 - Treatment of Older Adults (3)
- PSY 6033 - Career Development (3)
- PSY 6045 - Group Counseling (3)
- PSY 6050 - Psychological Testing and Assessment (3)
- PSY 6058 - Crisis and Trauma Counseling (3)
- PSY 6060 - Human Sexuality (3)

- PSY 6065 - Psychopharmacology (3)
- PSY 6075 - Treatment of Substance Use Disorders (3)
- PSY 6090 - Research Methodology (3)

### Practicum Courses

- PSY 6095 - Supervised Practicum I (2)
- PSY 6096 - Supervised Practicum II (2)
- PSY 6097 - Supervised Practicum III (2)

TOTAL: 63 Program units

## Adult Degree Completion Programs

Policies and general education requirements for all bachelor degrees are listed here.

### Bachelor Degrees - Adult Degree Completion

#### Child Development

##### *Mission*

The Bachelor of Arts degree program in Child and Adolescent Development is to provide working adult students the opportunity to complete a quality college degree via a schedule and format especially designed to meet their unique needs. This curriculum will help support student development toward a personal commitment to improving 1) the lives of individuals and families in their professional endeavors, 2) the lives of community members, and 3) their personal family life.

##### *Program Learning Outcomes (PLO):*

1. Identify and describe normative similarities and differences of intellectual, emotional, social and physical theories at each developmental stage from prenatal through adolescence.
2. Evaluate the effects of family systems on the development of children and adolescents.
3. Identify and discuss scientific research in understanding different philosophical views of growth and development both historic and current.
4. Assess research of theoretical and appropriate practical elements of parenting to facilitate decisions for a healthy environment for children and adolescents.
5. Evaluate the effects of society and culture upon the family microsystems, family types and the subsequent macrosystems with which they co-exist.
6. Identify career paths and professional areas of service within the child and adolescent profession.

#### Graduation Requirements

In order for a student to receive the bachelor's degree in an adult degree completion program, the following requirements must be met:

1. A total of 120 semester hours must be earned with an overall 2.000 grade point average and all general core education requirements met. (\*\*\*)
2. Complete the required program hours in the major (program) from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.000 grade point average for the major (program).

3. In addition to the program hours earned through the adult degree completion program, additional semester hours must be earned to meet the degree completion requirements of 120 total semester hours. A maximum of 24 hours can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning and Military Experience credit (PLC, ACE - see below)
4. Application for graduation must be made prior to the start of the final semester.
5. All bills paid with the student in good standing.

Notes:

- Prior Learning Credit (PLC) 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. See <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.
- American Council on Education (ACE) provides guidance on workplace learning. See <https://www.acenet.edu/Research-Insights/Pages/Student-Support/Post-Traditional-Learners.aspx> for more information.

## Program Prerequisites

Incoming students are required to have completed the following courses with a grade of C or better prior to acceptance into this program:

- College Composition - 3 units (WRI1010 or WRI1015 or WRI1016 at PLNU)
- Nutrition - transferrable level (FCS2025 or FCS3005 at PLNU)

First semester students must pass CDV3020 and WRT3001 as the first courses - with a grade a C or better in order to take any other CDV course or move forward in the program.

## Child Development Core Courses

- CDV 3010 - Early Childhood Curriculum and Learning Theory (*4*)
- CDV 3013 - Adolescent Development in the Family Context (*1*)
- CDV 3020 - Development of Children and Adolescents (*4*)
- CDV 3025 - Child and Adolescent Nutrition and Health (*4*)
- CDV 3055 - Development of Special Needs Children (*4*)
- CDV 4003 - Development of Infants and Toddlers (*4*)
- CDV 4060 - Administration and Supervision in Early Childhood Education (*4*)
- CDV 4075 - Internship in Child Development (*1*)
- CDV 4085 - Child Development, Family Systems, and Social Change (*4*)
- CDV 4095 - Capstone Professional Development (*1*)
- WRT 3001 - Writing for Child Development Professionals (*1*)

## Computer Information Technology

### Program Learning Outcomes for Computer Information Technology

Program Learning Outcomes for Computer Information Technology:

- Students will be able to identify and evaluate information technology infrastructure necessary to meet an organization's business needs.

- Students will be able to develop, plan and evaluate appropriate processes for managing information systems and information technology projects.
- Students will be able to design, develop, and evaluate software solutions to meet an organization's business needs.
- Students will be able to apply their technical knowledge to solve problems.
- Students will be able to speak about their work with precision, clarity and organization (Oral Communication)
- Students will be able to write about their work with precision, clarity and organization (Written Communication)
- Students will collaborate effectively in teams.
- Students will be able to identify, locate, evaluate, and effectively and responsibly use and cite information for the task at hand (Information Literacy).
- Students will be able to gather relevant information, examine information and form a conclusion based on that information (Critical Thinking).
- Students will be able to understand and create arguments supported by quantitative evidence, and they can clearly communicate those arguments in a variety of formats (Quantitative Reasoning).
- Students will understand the professional, ethical, legal, security, and social issues and responsibilities that come with the implementation and use of information technology.

Graduates will be prepared for:

- entry level careers in information technology in business, government, and the non-profit sector ; and
- graduate study in information technology and related fields.

## Program Prerequisite

A passing grade in a college level computer concepts course, equivalent technology course, or sufficient technology work experience. Students who do not meet this requirement may take the CIT 1053 IT Fundamentals course to meet the program prerequisite. This course will be offered online for students who need to take the course prior to enrolling in the program.

- CIT 1053 - IT Fundamentals (3)

## Required Courses

- CIT 2014 - Introduction to Hardware and Networking (4)
- CIT 2024 - Introduction to Operating Systems and Security (4)
- CIT 2061 - IT Fundamentals Exam Prep (1) \*
- CIT 3011 - A+ Exam Prep (1) \*
- CIT 3034 - Project Management (4)
- CIT 3054 - Database Design (4)
- CIT 3064 - Web Design and Scripting (4)
- CIT 4014 - Web Programming (4)
- CIT 4024 - Visual Programming (4)
- CIT 4034 - Management of Information Systems (4)
- CIT 4081 - Information Technology Project (1)
- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)

*\*Students who already have this certification will be allowed to substitute an alternative one unit class.*

Take two of the following:

- CIT 3014 - Networking (4)
- CIT 3024 - Security and Information Assurance (4)
- CIT 3074 - Cloud Computing (4)

Total Required units: 47

### Elective Courses

- CIT 1041 - Intermediate Excel (1)
- CIT 3021 - Network+ Exam Prep (1)
- CIT 3031 - Security+ Exam Prep (1)
- CIT 3041 - Project+ Exam Prep (1)
- CIT 3081 - Cloud+ Exam Prep (1)
- CIT 4071 - Information Technology Practicum (1-4)

Electives needed: 2 units

Program Total Units: 49

Up to 13 units of approved coursework may be transferred into this major.

## **Computer Information Technology: Cyber Security**

### Program Learning Outcomes

Program Learning Outcomes for Computer Information Technology:

- Students will be able to identify and evaluate information technology infrastructure necessary to meet an organization's business needs.
- Students will be able to develop, plan and evaluate appropriate processes for managing information systems and information technology projects.
- Students will be able to design, develop, and evaluate software solutions to meet an organization's business needs.
- Students will be able to apply their technical knowledge to solve problems.
- Students will be able to speak about their work with precision, clarity and organization (Oral Communication)
- Students will be able to write about their work with precision, clarity and organization (Written Communication)
- Students will collaborate effectively in teams.
- Students will be able to identify, locate, evaluate, and effectively and responsibly use and cite information for the task at hand (Information Literacy).
- Students will be able to gather relevant information, examine information and form a conclusion based on that information (Critical Thinking).
- Students will be able to understand and create arguments supported by quantitative evidence, and they can clearly communicate those arguments in a variety of formats (Quantitative Reasoning).
- Students will understand the professional, ethical, legal, security, and social issues and responsibilities that come with the implementation and use of information technology.

Graduates will be prepared for:

- entry level careers in information technology in business, government, and the non-profit sector ; and
- graduate study in information technology and related fields.

Students need to have taken introductory courses in each of the following:

- A+ Preparation
- Networking
- Security
- Linux/Unix
- Windows
- Cyber Security Analyst
- Ethical Hacking or Penetration Testing

### Required Courses

- CIT 3011 - A+ Exam Prep (1) \*
- CIT 3031 - Security+ Exam Prep (1) \*
- CIT 3034 - Project Management (4)
- CIT 3054 - Database Design (4)
- CIT 3064 - Web Design and Scripting (4)
- CIT 3074 - Cloud Computing (4)
- CIT 4014 - Web Programming (4)
- CIT 4024 - Visual Programming (4)
- CIT 4034 - Management of Information Systems (4)
- CIT 4062 - Topics in Cyber Security (2)
- CIT 4081 - Information Technology Project (1)
- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)

\*Students who already have this certification will be allowed to substitute an alternative one unit class:

- CIT 1041 - Intermediate Excel (1)
- CIT 3021 - Network+ Exam Prep (1)
- CIT 3031 - Security+ Exam Prep (1)
- CIT 3041 - Project+ Exam Prep (1)
- CIT 3081 - Cloud+ Exam Prep (1)
- CIT 4071 - Information Technology Practicum (1-4)

Program Total Units: 37

### Criminal Justice

The focus of the Criminal Justice Major is to provide higher education in the context of a Christian worldview where students' minds are engaged and challenged and service in the criminal justice professions become an expression of faith. This is accomplished through a curriculum where a student's career is enhanced through integration of a focused educational program, a faith perspective and a professional life. The program integrates specialized knowledge and skills with concepts of grace, restorative justice, and cultural competency which support the Sociology and Social Work

departmental mission to nurture servant scholars who critically evaluate social and cultural patterns and who constructively engage in society as agents of hope.

## Program Learning Outcomes

Upon completion of this program, the student will be able to:

1. Demonstrate ability to apply theoretical and legal foundations of criminal justice.
2. Demonstrate knowledge of each of the components of the criminal justice system: the historical background, structure, function, and purpose.
3. Integrate and apply understanding of the social realities, discrimination, and the conflicts in the criminal justice system resulting from racial, socio-economic, and cultural inequities.
4. Apply foundational skills; demonstrate core competencies (such as ethical and professional behavior and critical thinking) in a professional internship setting.
5. Demonstrate written and oral communication skills needed to effectively engage in a career in criminal justice.

## Graduation Requirements

In order for a student to receive the bachelor's degree in an adult degree completion program, the following requirements must be met:

1. A total of 120 semester hours must be earned with an overall 2.000 grade point average and all general core education requirements met. (\*\*\*)
2. Complete the required program hours in the major (program) from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.000 grade point average for the major (program).
3. In addition to the program hours earned through the adult degree completion program, additional semester hours must be earned to meet the degree completion requirements of 120 total semester hours. A maximum of 24 hours can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning and Military Experience credit (PLC, ACE - see below)
4. Application for graduation must be made prior to the start of the final semester.
5. All bills paid with the student in good standing.

Notes:

- Prior Learning Credit (PLC) 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. See <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.
- American Council on Education (ACE) provides guidance on workplace learning. See <https://www.acenet.edu/Research-Insights/Pages/Student-Support/Post-Traditional-Learners.aspx> for more information.

## Criminal Justice Core Courses

- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)
- SCJ 3000 - Justice In a Complex Society (4)
- SCJ 3010 - Criminology and Community Policing (4)
- SCJ 3050 (A,B,C,D) - Writing and Interviewing in the Criminal Justice Profession (1) *unit per semester for a total of (4) units*
- SCJ 3095 - Research Methods for Criminal Justice (4)

- SCJ 4009 - Criminal Law (4)
- SCJ 4010 - Constitutional Foundations (4)
- SCJ 4050 - Restorative Justice (4)
- SCJ 4072 - Internship in Criminal Justice (2)
- SCJ 4076 - Seminar for Criminal Justice (2)

## Program Prerequisites

Prior to beginning the program, an Introduction to Sociology course must be taken, SOC1001, at PLNU.

A "Social Problems" course must be completed (SOC1003 at PLNU) prior to registration for the Restorative Justice course in term 3.

A statistics course will need to be completed prior to registration for term 4 which includes the research course.

## Integrated Studies with an Emphasis in Education

Designed for working adults, the Integrated Studies with an Emphasis in Education major will allow candidates to concurrently work on an initial teaching credential while completing a Bachelor of Arts degree. This major, offered at Point Loma Nazarene University's Mission Valley and Bakersfield branch campuses, is an ideal major for aspiring teachers wanting to teach elementary grade levels. The Integrated Studies program:

- provides for approximately 100 hours of fieldwork in local public schools
- allows teacher candidates to complete coursework for their bachelor's degree and preliminary teaching credential in 4 terms.

## Program Learning Outcomes

The Point Loma Nazarene University Institutional Learning Outcomes guide the development of each program learning outcome within the Integrated Studies Degree. Because this degree is housed in the School of Education, Student Learning Outcomes in each course are aligned within the overarching conceptual framework of "Equip, Transform and Empower."

### ***Equip by***

*Learning: Informed by our faith in Christ*

1. Evaluate the educational, cultural, interpersonal, and social environments within the professional workplace from an ethical and Christian context
2. Demonstrate problem-solving and decision-making skills within the context of a diverse educational environment.

### ***Transform by***

*Growing: In a Christ-centered faith community*

3. Distinguish how the role of a teacher-leader needs to continually adapt in relation to individual student needs,

### ***Empower by***

*Serving: In a context of Christian faith*

4. Evaluate personal, interpersonal, social strengths and weaknesses, and incorporate personal style to effectively and ethically influence the workplace.

## Common Courses

These common courses are required for a preliminary credential in Multiple/Single Subject and Special Education.

All candidate who earn any of these preliminary credentials will have an English Learner Authorization listed on their credentials.

- EDT 3002 - Foundations of Education and Learning Theory (3)
- EDT 4004 - Foundations of Special Education (3)
- EDT 4009 - Classroom Assessment and Research Practices (3)
- EDT 4017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education (.5 - 2)
  
- EDT 3006 - Principles of Language Acquisition (3)  
*OR*
- EDT 4053 - Organization and Management for Success in the Moderate/Severe Classroom (3)

## Multiple Subject Courses

Multiple Subject candidates complete the courses listed in the common section as well as the unique list below.

- EDT 4010 - Methods of Teaching Reading and Writing
- EDT 4022 - Interdisciplinary Approaches to Teaching in the Content Areas (3)
- EDT 3024 - Differentiated Mathematics Instruction for All Learners (3)

## Single Subject Courses

Single Subject candidates complete the courses listed in the common section as well as the unique list below:

- EDT 4020 - Literacy Instruction for Secondary Teachers (3)
- EDT 4021 - General Methods for Secondary Teachers (3)  
*AND*  
*Candidates will choose ONE of the following content specific pedagogy courses:*
- EDT 4032 - Methods for Teaching Secondary Language Arts (3)
- EDT 4033 - Methods of Teaching Secondary Mathematics (3)
- EDT 4034 - Methods of Teaching Secondary Science (3)
- EDT 4035 - Methods for Teaching Secondary Social Science (3)
- EDT 4036 - Methods for Teaching Secondary Foreign Language (3)
- EDT 4037 - Methods for Teaching Secondary Visual Arts (3)
- EDT 4038 - Methods for Teaching Secondary Physical Education (3)
- EDT 4039 - Content-Specific Pedagogy for Secondary Teachers (3)

## Mild Moderate Courses

Special Education - Mild/Moderate - candidates complete all of the common courses as well as the unique list below.

- EDT 4010 - Methods of Teaching Reading and Writing
- EDT 4092 - Assessment and Services for Students with Disabilities (3)

- EDT 4093 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities (3)
- EDT 4094 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)
  
- EDT 3024 - Differentiated Mathematics Instruction for All Learners (3)  
*OR*
- EDT 4021 - General Methods for Secondary Teachers (3)

## Moderate to Severe Courses

Special Education - Moderate to Severe - candidates complete all the courses in the common course list, choosing EDU4096 instead of EDU3006, as well as the courses listed below.

- EDT 4010 - Methods of Teaching Reading and Writing
- EDT 4053 - Organization and Management for Success in the Moderate/Severe Classroom (3)
- EDT 4054 - Methods of Teaching Candidates with Moderate/Severe Disabilities (3)
- EDT 4092 - Assessment and Services for Students with Disabilities (3)
- EDT 4094 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)

## Note:

All candidates who earn the Preliminary Moderate/Severe Special Education credential automatically have the Autism Authorization embedded within their credentials. Additional authorizations (e.g. Early Childhood, Traumatic Brain Injury, Adapted PE, Emotional Disturbance and Other Health Impairment) may be added to your credential. (Please see advisor for details.)

## Clinical Practice Requirements

All candidates for an initial preliminary credential must complete eight (8) units of Clinical Practice (Student Teaching) along with the required seminars for a total of ten (10) additional units.

An additional four (4) units of Clinical Practice is required for each Education Specialist credential added to an initial credential.

## Graduation Requirements

In order to earn or receive a baccalaureate degree, credential, or certificate under the Adult Degree Completion Program, a student must satisfy all of the following:

- Filing of an Application for Degree Candidacy.
- Satisfactory completion of all applicable academic and program requirements.
- Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

All candidates must complete all the requirements as outlined for Adult Degree Completion programs - with a minimum of 120 units with all the major requirements completed at Point Loma Nazarene University.

In addition, to be eligible for a credential, candidates must take and pass Teacher Performance Assessments I-IV with a rating of three (3) or higher.

# Organizational Leadership

## Mission Statement

The Bachelor of Arts degree program in Organizational Leadership exists to provide working adult students the opportunity to complete a quality college degree in a schedule and format particularly designed to meet their needs, while responding to the ever-changing marketplace. The curriculum is interdisciplinary and liberal arts in nature, with the major emphasis on leadership, management, and relationship development. The program integrates a Christian world view and is committed to continual improvement.

## Program Learning Outcomes

The Point Loma Nazarene University (ADC) graduate is prepared for expanded roles within his or her organization through enhanced abilities to:

1. Evaluate the political, interpersonal and social environments within the business or professional workplace from an ethical and Christian context.
2. Demonstrate problem-solving and decision-making skills within the context of a diverse cultural environment.
3. Distinguish how the role of a leader needs to continually adapt in relation to human capital, social influence, political structure, relational development and situational ethics.
4. Evaluate personal, interpersonal, social strengths and weaknesses, and incorporate personal style to effectively and ethically influence the workplace.

## Graduation Requirements

In order for a student to earn and receive the bachelor's degree in an adult degree completion program, all of the following requirements must be met:

1. A total of 120 semester hours must be earned with an overall 2.000 grade point average and all general core education requirements met. (\*\*\*)
2. Complete the required program hours in the major (program) from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.000 grade point average for the major (program).
3. In addition to the program hours earned through the adult degree completion program, additional semester hours must be earned to meet the degree completion requirements of 120 total semester hours. A maximum of 24 hours can be earned through the following non-traditional methods:
  - a. Testing (CLEP, Dantes)
  - b. Prior Learning and Military Experience credit (PLC, ACE - see below)
4. Application for graduation must be made prior to the start of the final semester.
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

Notes:

- Prior Learning Credit (PLC) 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. See <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.
- American Council on Education (ACE) provides guidance on workplace learning. See <https://www.acenet.edu/Research-Insights/Pages/Student-Support/Post-Traditional-Learners.aspx> for more information.

**NOTE:** The B.A. in Organizational Leadership is an approved program under PLNU's WASC Regional Accreditation, WSCUC. Since it is not a business major, it is not an Accreditation Council for Business Schools and Programs (ACBSP) approved program.

## Organizational Leadership Required Courses

- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)
- LDR 3000 - Foundations of Research Writing (1)
- LDR 3001 - Personal Leadership Development (4)
- LDR 3002 - Group and Organizational Behavior (4)
- LDR 3003 - Effective Interpersonal Relations (4)
- LDR 3020 - Critical Analysis in Research Writing (1)
- LDR 4002 - Resource Management (4)
- LDR 4003 - Personal and Professional Ethics (4)
- LDR 4004 - Principles of Management (4)
- LDR 4020 - Strategic Implementation in Research Writing (1)
- LDR 4024 - Capstone in Organizational Leadership (1)
- SCL 4001 - Cultural Influences in the Work Place (4)

## RN to BSN - Adult Degree Completion

The RN to BSN degree program exists to provide students the opportunity to complete a degree. The schedule format of the program is designed to meet needs of the working nurse while responding to the ever changing marketplace. The curriculum is designed to build on the educational experience already achieved in preparing for the RN role. The program integrates Christian world view and is committed to continual improvement.

## Program Learning Outcomes

**Inquiring Faithfully** - Student will demonstrate knowledge, skill and behavior of the evidence-based practice of nursing which integrates growth in reasoning, analysis, decision-making and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and nursing process.

- Initiates dialogue regarding current practice to improve healthcare
- Demonstrates the use of evidence-based practices as an advocate for self and others
- Promotes positive client outcomes using evidence-based data
- Provides holistic care by considering all of the client needs (e.g. physical, psychosocial, spiritual, environmental) including family in a multicultural community
- Engages in self-care practices that facilitate optimal care of clients

**Caring Faithfully** - The student will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.

- Demonstrates compassionate care to all people while mirroring Christ's love for all.
- Partners with the community to establish a trusting relationship
- Demonstrates ethics and values consistent with the practice of professional nursing

**Communicating Faithfully** - The student will actively engage in the dynamic interactive process that is intrapersonal and interpersonal with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication conveying information, thoughts, actions and feelings through the use of verbal and nonverbal skills.

- Engages in active listening to promote therapeutic relationships
- Demonstrates effective verbal and nonverbal communication skills to provide patient care

- Dialogs with members of the healthcare team, including the patient, to facilitate positive patient outcomes
- Advocates for patients/families and self
- Implements patient care while honoring the diversity of patients, families and communities.

Following Faithfully - Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work." The nursing student will integrate the ordinary work by complying with and adhering to regulatory and professional standards (e.g. ANA Code of Ethics, the California Board of Registered Nursing, Scope of National Practice, SON handbook.) This includes taking responsibility, being accountable for all actions and treating others with respect and dignity.

- Engages in a professional practice environment that promotes nursing excellence
- Provides patient care within the boundaries designated by regulatory agencies, professional practices and ethical standards of a Christian nurse
- Avails self of learning opportunities to cultivate the life-long learning process

Leading Faithfully - The student will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g. illness, injustice, poverty). The student will role-model the need for "Sabbath Rest" as a means of personal renewal, and true care of the self, so that service to others is optimally achieved. The student will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, discernment.

- Provides graceful service through compassionate responses to others' needs
- Demonstrates the principles of a servant leader as a reflection of Christ's love
- Exhibits patient advocacy that reflects sensitivity to diversity in a holistic manner.

## Program Eligibility

Each student applying to this program must have successfully completed at least 1 year of an ADN program. All students in this program must be licensed as a Registered Nurse in the state of California prior to the 3rd term of the program.

## Early Acceptance

Early Acceptance into the RN to BSN program allows students to apply to PLNU while they are in their second or third semester at a Community College Nursing program. The student will go through the application process with PLNU in the Summer to take the RN to BSN writing course and/or the Cultural Influences in the Workplace course during the summer before ADN graduation. Within two semesters after ADN graduation, these students return to PLNU to continue the RN to BSN program.

- Completion of at least two full semesters in ADN program or proof of admission into a regionally accredited LVN/ADN program
- 3.000 cumulative overall GPA for provisional admittance as Early Accept RN-BSN
- To be granted full acceptance upon return, after ADN completion:
  - Pass WRT 3000 course with "C" or better
  - Maintain minimum 2.750 cumulative GPA for the remainder of ADN program
- Tuition rate from WRT 3000 course honored if return for full program within two semesters of completing ADN
  - Spring graduates return by Fall
  - Summer graduates return by Spring
  - Fall graduates return by Summer

## Advanced Standing

The RN to BSN Advanced Standing Program (ASP) allows students who have completed a baccalaureate degree in another discipline to waive six units of coursework within the RN to BSN program. These six units are comprised of the following two courses: WRT 3000 and SCL 3002.

## Graduation Requirements

Thirty-six (36) units in residence at PLNU, or thirty (30) units for RN to BSN ASP students, are required for completion of this program. Additionally, there are core requirements listed for all Adult Degree Completion programs that need to be met in diverse areas to fulfill the PLNU liberal arts education model (i.e. communication/writing, humanities, mathematics, natural, social, and behavior sciences).

In order to earn or receive a baccalaureate degree, credential, or certificate under the Adult Degree Completion Program, a student must satisfy all of the following:

- Filing of an Application for Degree Candidacy.
- Satisfactory completion of all applicable academic and program requirements.
- Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

A minimum total number of 120 units is required for completion of the Bachelor of Nursing Science degree.

## Nursing Requirements

All 3000 level nursing courses need to be successfully completed with a C or better prior to registering for 4000 level courses.

- NRS 3050 - Communicating and Following Faithfully (4)
- NRS 3051 - Communicating and Following Faithfully Practicum (1)
- NRS 3060A - Inquiring Faithfully I: Nursing Research (1)
- NRS 3060B - Inquiring Faithfully I: Nursing Research (2)
- NRS 4020 - Caring Faithfully in the Community (4)
- NRS 4021 - Caring Faithfully in the Community Practicum (1)
- NRS 4030 - Leading Faithfully in Diverse Health Systems (4)
- NRS 4031 - Leading Faithfully in Diverse Health Systems Practicum (1)
- NRS 4040 - Capstone Inquiring Faithfully II: Evidence-Based Practice (4)
- WRT 3000 - Professional Writing (3)
- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)
- SCL 3002 - Group and Organizational Behavior (3)
- SCL 4001 - Cultural Influences in the Work Place (4)

## Minor

### Organizational Leadership Minor

The minor in Organizational Leadership consists of four required courses. All classes required for the minor must be completed with a grade of "C" (2.000) or above.

### Minor Courses Requirements

- LDR 3001 - Personal Leadership Development (4)
- LDR 3002 - Group and Organizational Behavior (4)
- LDR 3003 - Effective Interpersonal Relations (4)
- LDR 4002 - Resource Management (4)

## **Fermanian School of Business**

As members of a vital Christian community, we strive:

### **Mission**

To provide high quality business programs that equip students to make a positive impact in their workplace and community by connecting purpose to practice.

### **Vision**

To enable students to fully discover their purpose so that they can transform society, organizations, and people.

### **Values**

- CHARACTER: We value practicing humility, serving others, and living with integrity.
- PROFESSIONALISM: We value respect for self and others, preparedness, timeliness, and follow-through.
- EXCELLENCE: We value academic rigor, quality work, critical thinking, and continuous improvement.
- RELATIONSHIPS: We value each other, diverse perspectives, and collegiality.
- COMMITMENT: We value dedication, perseverance, engagement, and loyalty.
- INNOVATION: We value creativity, adaptability, and an entrepreneurial mindset.

### **Administration**

Fermanian School of Business Dean: Daniel Bothe

Associate Dean of Graduate Business Education: Jamie McIlwaine, DBA

Associate Dean of Professional Business Education: Frank Marshall, DBA

### **Masters**

#### **Master of Business Administration - Daytime**

##### **Program Description**

The Daytime MBA program is for recent college graduates who want an accelerated opportunity to build four important drivers of initial career success - business knowledge, real world experience, personal network, and purpose. The Daytime MBA is a three semester program that is completed in one year.

The Daytime MBA program consists of 42 units of core courses that have been selected to effectively prepare recent graduates to successfully launch their professional career. Included in these core courses is a 3-unit Field Experience where teams of students work with a company executive to analyze, strategize and solve a live business challenge.

The Fermanian School of Business Daytime MBA program is committed to serving all MBA students with the best value in quality, academic rigor, professional support services, and individual attention to assist students in meeting their academic and professional goals.

The Master of Business Administration (MBA) is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

## Program Learning Outcomes

*Candidates who complete the Master of Business Administration program will be able to:*

- Exhibit mastery of the concepts, models and theories in the core business disciplines.
- Integrate knowledge across core business disciplines to identify key strategies and opportunities.
- Analyze business issues and propose solutions using analytical and critical thinking skills.
- Evaluate the impact of business decisions in a global context.
- Analyze the ethical impacts of executive-level decision making.
- Present ideas and decisions clearly through effective communication.
- Collaborate with others as an effective team member.

## Program Eligibility for the Daytime MBA

- A completed application for admission to the program
- A recently earned baccalaureate degree from a regionally accredited institution as evidenced by official transcripts from the accredited institution(s)
- Two (2) letters of recommendation
- Resume
- A personal essay that describes why the applicant desires to participate in the Daytime MBA program and a description of the applicant's future goals
- The successful completion of a post-baccalaureate professional certificate program (e.g., CPA) or graduate degree program, or scores from the Graduate Management Admission Test (GMAT)
- Interview with the Associate Dean of Graduate Business Education

## Graduation Requirements

In order to earn and receive a Master of Business Administration - Daytime degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, Point Loma campus).
2. Successful completion of all required curriculum with a minimum of 42 semester units of coursework.
3. Achievement of a cumulative GPA of 3.000 or higher. A student may earn a maximum of six units of "C" grades in the program. Any course in which a student receives a grade lower than a "C" must be repeated and the units will not be added to earned units. Students may repeat courses in which they earn a grade lower than "C" a maximum of two times.
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.
5. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Program Prerequisite

All students must successfully complete the Excel Leveling Module and the APA Writing and Citations Leveling Module prior to their first course in the program.

## Course Prerequisites

Prerequisite Leveling Modules are required for BUS 6015, BUS 6025, BUS 6070, and BUS 6095. All students must successfully pass the prerequisite leveling modules prior to beginning the respective courses.

## Daytime MBA Program Core Courses

- BUS 6015 - Accounting for Decision Making (3)
- BUS 6017 - Business Ethics (1)
- BUS 6018 - Legal Environment of Business (1)
- BUS 6019 - Corporate Social Responsibility (1)
- BUS 6025 - Applied Research Methods (3)
- BUS 6030 - Economic Environment of Business (3)
- BUS 6035 - International Business (3)
- BUS 6048I - Leading with Integrity (1)
- BUS 6048P - Leading with Purpose (1)
- BUS 6048S - Leading with Service (1)
- BUS 6050 - Operational Excellence (3)
- BUS 6055 - Marketing Management (3)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6065 - Leadership Communication (3)
- BUS 6070 - Financial Management (3)
- BUS 6072 - Developing an Entrepreneurial Mindset (3)
- BUS 6080 - Field Experience (3)
- BUS 6095 - Strategic Management (3)

Total: 42 Units

## Additional Concentrations

Daytime MBA students may earn a concentration by taking the six (6) required units for each concentration. Students must notify the program director prior to the completion of the 42 units in their current program of their intention to earn an additional concentration, with a subsequent change of program form filed with the Office of Records.

Once a degree is posted, MBA alumni have the option of earning a Graduate Certificate in Business Administration rather than an additional concentration.

## Master of Business Administration - Evening

### Program Description

The Evening MBA program is for experienced working professionals who want to take control of their career by acquiring four important drivers of influential leadership - deep qualitative and quantitative business knowledge, wisdom in the face of difficult business decisions, a powerful personal network, and inspiration to follow your purpose. The program is designed to be completed in two years.

A collegial environment supports depth of learning and builds strong relationships among faculty and peers. In the cohort model, students progress through the curriculum together, completing 36 units of core business courses and 6 units of electives. Students may select from three concentrations, including Organizational Leadership, Innovation and Entrepreneurship, and Project Management.

The Fermanian School of Business Evening MBA program is committed to serving the experienced business professional with the best value in quality, academic rigor, professional support services, and individual attention to support students in meeting their academic and professional goals.

The Master of Business Administration (MBA) is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

## Program Learning Outcomes

***Candidates who complete the Master of Business Administration program will be able to:***

- Exhibit mastery of the concepts, models and theories in the core business disciplines.
- Integrate knowledge across core business disciplines to identify key strategies and opportunities.
- Analyze business issues and propose solutions using analytical and critical thinking skills.
- Evaluate the impact of business decisions in a global context.
- Analyze the ethical impacts of executive-level decision making.
- Present ideas and decisions clearly through effective communication.
- Collaborate with others as an effective team member.

***Candidates who complete the concentration in Organizational Leadership will be able to:***

- Assess corporate culture and make sound recommendations based on organizational behavior concepts.

***Candidates who complete the concentration in Innovation and Entrepreneurship will be able to:***

- Create viable business opportunities using innovation and entrepreneurship methods and knowledge.

***Candidates who complete the concentration in Project Management will be able to:***

- Formulate a project management plan based on project management knowledge, concepts and processes.

## Program Eligibility for the Evening MBA

- A completed application for admission to the program
- Baccalaureate degree from a regionally accredited institution as evidenced by official transcripts from the accredited institution
- Two (2) letters of recommendation
- Professional resume including detailed work experience
- A personal essay that describes why the applicant desires to participate in the Evening or Online MBA program and a description of the applicant's future goals
- The successful completion of a post-baccalaureate professional certificate program (e.g., CPA) or graduate degree program, or scores from the Graduate Management Admission Test (GMAT)
- Interview with the Associate Dean of Graduate Business Education

## Graduation Requirements

In order to earn and receive a Master of Business Administration - Evening degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, Point Loma campus).
2. Successful completion of all required curriculum with a minimum of 42 semester units of coursework.
3. Achievement of a cumulative GPA of 3.000 or higher. A student may earn a maximum of six units of "C" grades in the program. Any course in which a student receives a grade lower than a "C" must be repeated and the units will not be added to earned units. Students may repeat courses in which they earn a grade lower than "C" a maximum of two times.
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.
5. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Program Prerequisite

All students must successfully complete the Excel Leveling Module and the APA Writing and Citations Leveling Module prior to their first course in the program.

## Course Prerequisites

Prerequisite Leveling Modules are required for BUS 6015, BUS 6025, BUS 6070, and BUS 6095. All students must successfully pass the prerequisite leveling modules prior to beginning the respective courses.

## Evening MBA Program Courses

### Core Courses

- BUS 6015 - Accounting for Decision Making (3)
- BUS 6017 - Business Ethics (1)
- BUS 6018 - Legal Environment of Business (1)
- BUS 6019 - Corporate Social Responsibility (1)
- BUS 6025 - Applied Research Methods (3)
- BUS 6030 - Economic Environment of Business (3)
- BUS 6035 - International Business (3)
- BUS 6048I - Leading with Integrity (1)
- BUS 6048P - Leading with Purpose (1)
- BUS 6048S - Leading with Service (1)
- BUS 6050 - Operational Excellence (3)
- BUS 6055 - Marketing Management (3)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6070 - Financial Management (3)
- BUS 6072 - Developing an Entrepreneurial Mindset (3)
- BUS 6095 - Strategic Management (3)

### Elective Courses (3 units each, except as noted)

Choose six (6) units of electives or one of the listed concentrations to complete the forty-two (42) unit program.

- BUS 6010 - Organizational Behavior (3)
- BUS 6045 - Leadership (3)
- BUS 6067 - Project Management and Communications (3)

- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)
- BUS 6076 - New Venture Creation (3)
- BUS 6078 - Applied Innovation (3)
- BUS 6090 - Special Studies in Business Administration (1-3)

### Concentrations (6 units)

#### Innovation and Entrepreneurship

- BUS 6076 - New Venture Creation (3)
- BUS 6078 - Applied Innovation (3)

#### Organizational Leadership

- BUS 6010 - Organizational Behavior (3)
- BUS 6045 - Leadership (3)

#### Project Management

- BUS 6067 - Project Management and Communications (3)
- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)

Total (Required Total Core/Electives): 42 Units

### Additional Concentrations

Evening MBA students may earn additional concentrations taking the six (6) required units for each concentration. Students must notify the program director prior to the completion of the 42 units in their current program of their intention to earn an additional concentration, with a subsequent change of program form filed with the Office of Records.

Once a degree is posted, MBA alumni have the option of earning a Graduate Certificate in Business Administration rather than an additional concentration.

## Certificate

### Graduate Certificates in Business Administration

The Fermanian School of Business Graduate Certificates are only offered to Fermanian School of Business alumni or in conjunction with select corporate sponsors. A student completing the graduate certificate will earn graduate academic credit that, upon acceptance into the Evening MBA program, can be applied toward the graduate requirements of such program. All students must meet the program eligibility requirements to be accepted into the Evening MBA program. The following three (3) graduate certificates are offered:

- Organizational Leadership
- Innovation and Entrepreneurship
- Project Management

## Program Eligibility for Graduate Certificates

- A completed application for admissions to the certificate program
- Baccalaureate degree from a regionally accredited institution, as evidenced by official transcripts from that institution
- Resume

## Certificate Completion Requirements

- Successful completion of all required courses.
- Achievement of a cumulative GPA of 3.000 or higher. Any course in which a student receives a grade lower than a "C" must be repeated and the units will not be added to the earned units.
- All requirements for the certificate program must be completed within a three year period from the time of initial enrollment in the program.

## Organizational Leadership

### *Course Requirements:*

- BUS 6010 - Organizational Behavior (3)
- BUS 6045 - Leadership (3)

### *Select six (6) units from the following:*

- BUS 6048I - Leading with Integrity (1)
- BUS 6048S - Leading with Service (1)
- BUS 6048P - Leading with Purpose (1)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6090 - Special Studies in Business Administration (1-3)

*Total: 12 units*

## Innovation and Entrepreneurship

### *Course Requirements:*

- BUS 6072 - Developing an Entrepreneurial Mindset (3)
- BUS 6076 - New Venture Creation (3)

### *Select six (6) units from of the following:*

- BUS 6055 - Marketing Management (3)
- BUS 6060 - Managing in a Changing Environment (3)
- BUS 6070 - Financial Management (3)
- BUS 6090 - Special Studies in Business Administration (1-3)

*Total: 12 units*

## Project Management

### *Course Requirements:*

- BUS 6067 - Project Management and Communications (3)
- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)

### *Select six (6) units from the following:*

- BUS 6050 - Operational Excellence (3)
  - BUS 6060 - Managing in a Changing Environment (3)
  - BUS 6090 - Special Studies in Business Administration (1-3)
- Total: 12 units*

**Note:**

These graduate certificates are only offered by the Fermanian School of Business in conjunction with select corporate sponsors or to Fermanian School of Business Alumni, including the selection of elective courses within a given certificate.

**Bachelor Degrees - 2+2 Program**

**Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing**

**Program Description**

The Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing provides students who attain an Associate of Science in Business Administration degree or complete equivalent coursework with a means to complete a quality four-year bachelor's degree in business. Students who complete the BBA will be prepared to lead organizations through core knowledge in management and marketing, and skilled business practices including critical analysis, communication, problem solving and ethical values.

The BBA with a Concentration in Management and Marketing is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

**Program Learning Outcomes**

Students who complete the Bachelor of Business Administration with a Concentration in Management and Marketing will be able to:

- Exhibit general knowledge of theories and practices in the core areas of business.
- Critically analyze and apply business knowledge to solve complex business situations.
- Demonstrate effective business communication through both written and verbal means.
- Formulate decisions informed by ethical values.
- Collaborate effectively in teams.
- Exhibit an in-depth knowledge of management theory.
- Propose organizational improvements using management knowledge and concepts.
- Exhibit an in-depth knowledge of marketing theory and concepts.
- Evaluate an integrated marketing communication plan using marketing knowledge and concepts.

**Graduation Requirements**

In order for a student to earn and receive the Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing in the 2+2 program, all of the following requirements must be met:

1. A total of 120 semester units must be earned with an overall 2.000 grade point average and all general education requirements met.
2. Completion of an Associates degree in Business Administration, containing 60 semester units of business core and general education or equivalent coursework that meets approved requirements. For certain community colleges, students in the PLNU BBA Program at the same location in which they completed their Associates degree coursework will be required to have their Associates degree conferred before graduating with their PLNU BBA degree.
3. Completion of the required 60 units in the Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing from Point Loma Nazarene University with a minimum grade of "C" in each course and an overall 2.750 grade point average for the BBA semester units. Students may repeat courses in which they earn a grade lower than C a maximum of two times.
4. Application for graduation must be made prior to the start of the final semester. All program requirements must be complete prior to participation in Commencement ceremonies. All candidates must complete all program courses to participate unless all of the following are met.
  - There are no more than six (6) units lacking to complete the required 120 unit minimum, and
  - There is an approved plan to complete remaining units in the immediately following term.
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

## Admissions Requirements

To be admitted to the Bachelor of Business Administration (BBA) with a Concentration in Management and Marketing program, the following requirements must be met:

1. Complete an Associates degree in Business Administration containing 60 units of business core and general education or equivalent coursework that meets approved requirements:
  1. with a minimum cumulative GPA of at least 2.750
  2. from an accredited institution that meets approved requirements
  3. as evidenced by an official transcript sent directly from each institution attended. (\*)
2. Submit an application for admission.
3. Complete an interview with the Associate Dean of Professional Business Education.

NOTE: All students are expected to have some proficiency with computer technology (email, Internet, spreadsheets and word processing) and own their own personal notebook computer for the duration of their enrollment in the program.

\*Only courses from a regionally accredited institution will be considered for transfer.

## General Education

The following 36 credit units of general education core requirements are required for graduation and it is advised that they be completed prior to beginning a course of study

1. Communication-6 semester units (of which one course must be in English Composition)

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

\*General education deficiencies of two (2) courses, or up to eight (8) semester units, may be completed after admittance. If the anticipated courses remaining are 4 units, a deficit of 8 units may be completed after admittance.

## Required Courses

### Business Core

- BBU 3013 - Administrative Communication (3)
- BBU 4080 - International Business (3)
- BBU 4089 - Business Internship (3)
- BFN 3035 - Business Finance (3)
- BMG 2012 - Principles of Management (3)
- BMG 4088 - Strategic Management (3)
- BMG 4088L - Strategic Management Lab (0)
- BMK 3032 - Principles of Marketing (3)

Total: 21 units

### Concentration in Management

- BMG 3020 - Organizational Behavior (3)
- BMG 3074 - Human Resources Management (3)
- BMG 3082 - Applied Entrepreneurship (3)
- BMG 4012 - Leadership Theory and Practice (3)

Total: 12 units

### Concentration in Marketing

- BMK 3033 - Consumer and Organizational Buying Behavior (3)
- BMK 3036 - Integrated Marketing and Sales Communications (3)
- BMK 3050 - Digital Marketing Essentials (3)
- BMK 4050 - Digital Marketing Content (3)

Total: 12 units

### Economics and Finance

- BEC 3080 - Money and Banking (3)

- BFN 4015 - Investments (3)

Total: 6 units

#### Other Courses

- BST 3004 (B,C,J,L,N) - Biblical Perspectives (4)
- ETH 3001 - Foundations of Ethics (1)
- ETH 4001 - Applications of Ethics (1)
- SUS 4075 - Sustainability in Action (3)

Total: 9 units

Total PLNU units: 60 units

## School of Education

### Mission Statement

Point Loma Nazarene University's School of Education is a vital Christian learning community that exists to develop high-performing, reflective educators of noble character who impact the lives of learners to influence the broader community.

### Vision Statement

Point Loma Nazarene University School of Education is a prominent Christian voice in higher education - known for innovation in the areas of pedagogy, leadership, clinical practice, and technology.

The School of Education is recognized as:

- A Christian learning community that promotes excellence in academic preparation, wholeness in personal development, and faithfulness to mission
- A source of expertise and resources within the surrounding communities
- A vital force of change in the transformation of educational landscapes
- An exemplary model of servant leadership and commitment to ministry
- A candidate-centered learning environment where diversity is respected, valued, and encouraged

School of Education (SOE) members strive to be servant leaders who model the ongoing pursuit of knowledge integrated with beliefs and values. Both faculty and staff live out their faith by presenting a positive environment for candidates, local learning communities, and the profession. They play significant roles in the ongoing professional dialogue within the local, regional, state, and national educational communities. They promote diverse learning environments advocating for responsive and technology-infused pedagogy. The SOE inspires, affirms, and prepares candidates to serve collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity. "For we are God's workmanship, created in Christ Jesus to do good works..." Ephesians 2:10a.

Graduates, given excellence in academic preparation, wholeness in personal development and faithfulness to mission, leave the SOE empowered to be servant leaders. With a depth of caring and the power of practice as educational leaders, graduates are vital forces of change in transforming the educational landscapes that lay before them. "Be very careful then, how you live-not as unwise, but as wise, making the most of every opportunity..." Ephesians 5:15-16.

The SOE believes that true advocacy begins with each faculty member and his or her understanding of the positive power of diversity. Candidates are exposed to socioeconomic, linguistic, religious, cognitive, and cultural diversity within learning communities and supported in the transferring of these theoretical principles into educational practices to promote social justice. Faculty, candidates, and graduates are recognized for pursuing equity and access for those who are marginalized and minimized by unjust and/or unthinking social and educational practices and policies. Responding to the Wesleyan heritage of pursuing a life of holiness, the SOE embraces and embodies a Christ-like ethic of love and sacrifice on behalf of those they serve as educators and leaders. "Finally brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable-if anything is excellent or praiseworthy-think about such things." Philippians 4:8.

## **Conceptual Framework**

The SOE's outcomes focus on "whole-person" transformation throughout the preparation program. The themes - equip, transform, and empower are the foundational and philosophical structure on which each of the programs is developed, implemented, assessed, and improved. The measures integrate the SOE's values and beliefs that are shared about the landscape of learning:

- EQUIP deep and coordinated understanding of the knowledge, skills, and dispositions demonstrated by effective educators.
- TRANSFORM ongoing development and competence to apply the knowledge, skills, and dispositions of effective educators in supportive diverse environments.
- EMPOWER the continual transformation and commitment to refining professional practice.

## **Deans and Center Directors**

School of Education Dean: Deborah Erickson, Ed.D.

Associate Dean/Bakersfield Center Director: Jill Hamilton-Bunch, Ph.D.

Mission Valley Center Director: Deborah Erickson, Ed.D.

## **Career Opportunities**

Courses are sequenced to prepare candidates for success in 21st-century classrooms and schools and successful completion of the California Teacher Performance Assessment (CalTPA) and the California Administrator Performance (CalAPA). Methodologies based on current practice and research are modeled and reinforced throughout the program.

Admission to the university is considered Level 1 admission to the School of Education (SOE). However, it neither implies nor guarantees approval for clinical practice (Level 2 admission) or admission to any credential or degree program. If, in the opinion of the SOE, a student fails to meet acceptable professional and personal standards, the department may disqualify any individual from attempting to complete preparation for a career in education.

The School of Education offers an undergraduate major in Cross Disciplinary Studies with the option of completing the 2042 preliminary credential. Complete information on this program can be found in the PLNU Undergraduate Catalog.

All prospective educators should work with an advisor to plan their educational program and establish the proper sequence of courses and the fulfillment of all professional requirements. The Credentialing Office provides a variety of services including transcript evaluation and credential applications. The credential analyst acts as a liaison between the candidate and the California Commission on Teacher Credentialing (CTC).

## **Accreditation**

PLNU's education programs are accredited by the National Council for Accreditation of Teacher Education (NCATE). NCATE is recognized by the U.S. Department of Education and the Council of Higher Education Accreditation to accredit education programs for the preparation of teachers and other professional school personnel. In addition to meeting the NCATE gold standard of excellence, the School of Education credential and added authorization programs are accredited by the California Commission on Teacher Credentialing (CTC).

## **Credential and Certificate Programs**

In addition to its degree-based programs, the School of Education offers a credential program and six (6) certificate programs that can be added to an existing preliminary or clear credential, and seven (7) added authorizations that can be added to an existing Special Education credential. These programs range from 12-15 total units and provide an opportunity for further specialization and a link between theory and practice.

## **School of Education Courses**

School of Education graduate course descriptions are organized into sections - EDU, GED, GEL and SPE. The EDU courses are related to the Master of Arts in Teaching (M.A.T.) program and the preliminary teaching credentials. The GED courses are for advanced educational programs that would typically come after the preliminary teaching credentials and Master of Arts in Education courses. GEL courses focus on Educational Administration, while SPE denotes Master of Arts in Special Education (MASPED) courses.

## **Masters**

### **Education, Master of Arts**

#### **Program Description**

The Master of Arts degree in Education is an advanced academic degree that builds upon an appropriate undergraduate foundation. A total of 36 semester units are required to complete this program. The curriculum for each of the specializations in this degree links theory to practice for teachers, counselors, principals, and those in educational roles outside of the K-12 setting.

#### **Program Learning Outcomes**

*Candidates who complete the Master of Arts in Education program will be able to:*

##### ***Equip***

- Promote the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.

##### ***Transform***

- Promote the success of all students by modeling a personal code of ethics and developing professional leadership capacity.

##### ***Empower***

- Promote the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.

#### **Program Eligibility for the Master of Arts in Education**

- Proof of completion of the California Basic Educational Skills Test (CBEST) or equivalent accredited by the California Commission on Teacher Credentialing (CTC). Candidates seeking a Master's degree which does not include an approved CTC credential are not required to take the CBEST or equivalent exam;
- A cumulative undergraduate grade point average of 3.000 is required to be admitted in the M.A. in Education program. Candidates with a cumulative grade point average less than 3.000 may apply for "Admission under Exception" which is reviewed by the program director and dean;
- A writing sample that indicates graduate-level ability; and
- An interview with the appropriate program director or Admissions chair at a branch campus.

*Applicants who do not meet the above standards but can demonstrate that they have an exceptionally rich experiential background and/or have demonstrated dramatic change in academic performance may petition the School of Education to review their status.*

## Graduation Requirements

In order to earn and receive a Master of Arts in Education degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Records Office, Point Loma campus);
2. Satisfactory completion of the prescribed course of study with a cumulative grade point average of 3.000 or higher;
3. Completion of the approved graduate program consisting of a minimum of 36 units;
4. A recommendation from the program coordinator and director of the branch campus;
5. All accounts paid in full; and
6. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

*Up to six units of post-baccalaureate coursework aligned with the course of study below, and unused for a previous master's degree, may be transferred from other institutions toward this degree. Candidates desiring to transfer coursework must petition this through their advisor during the first semester of enrollment.*

## Transfer of Credits

*Up to six units of approved post-baccalaureate coursework aligned with the course of study below, and unused for a previous Master's degree, may be transferred from other institutions toward this degree. Candidates desiring to transfer coursework must petition this through their advisor during the first semester of enrollment.*

The Master of Arts in Education degrees are considered advanced degrees beyond preliminary teacher credential coursework, signified by GED course numbers. Prior coursework taken toward a preliminary teaching credential cannot be used as credit toward a PLNU Master of Arts in Education degree, concentration in Counseling and Guidance or Educational Administration. However, graduate credit earned toward a Clear Teaching credential may be approved for credit toward all of the concentrations in the Master of Arts in Education degree. PLNU credential candidates may utilize up to 12 units of post-baccalaureate credential coursework. Graduate credits purchased through PLNU for completion of a district-sponsored Induction Program may be applied toward the Master of Arts in Education, concentrations in Educational Administration and Leadership in Learning.

## Concentrations

The Master of Arts in Education offers three concentrations: (1) Counseling and Guidance; (2) Educational Leadership; or (3) Teaching and Learning.

- Counseling and Guidance
- Educational Administration
- Leadership In Learning

## Counseling and Guidance

The purpose of the concentration in Counseling and Guidance is to prepare counselors for service to students in a changing world. Candidates have three options:

1. Candidates desiring to serve as school counselors in California's public schools complete the Pupil Personnel Services (PPS) credential that requires forty-eight (48) semester units listed below, or
2. Candidates can complete the Master of Arts degree with the required thirty-six (36) units, or
3. Candidates can complete the Master of Arts degree with a specialization in College Counseling and Student Development

*The admissions requirements for the above options are identical and students can complete a change of degree/program form to move from one option to the other.*

### Program Learning Outcomes for the Master of Arts in Education - Counseling and Guidance

The program learning outcomes for the Master of Arts in Counseling and Guidance are built on and related to the School of Education outcomes symbolized in three themes: equip, transform, and empower. The Counseling and Guidance concentration implements these major themes in the curriculum.

#### ***Equip***

- Maintain competencies in knowledge, skills of the school counseling profession, and attitudes that demonstrate the ability to ethically implement, maintain, and advocate for a results-based counseling program.

#### ***Transform***

- Promote the comprehensive counseling program through modeling of servant leadership that focuses on positive outcomes for diverse school communities in the belief that all students can learn and succeed.

#### ***Empower***

- Engage in on-going professional self-evaluation and personal self-reflection using the dispositions.
- Assess student needs routinely and use technology to conduct, analyze, and evaluate research data and communicate results to all school stakeholders.

### Master's Degree Only

- GED 6041 - Cultural Competence in a Pluralistic Society (3)
  - GED 6062 - Counseling Theory and Techniques (3)
  - GED 6063 - Individual and Group Counseling and Ethical Standards (3)
  - GED 6064 - Counseling for Academic Achievement and Career Development (3)
  - GED 6067 - Comprehensive Counseling and Guidance Programs: Coordination and Collaboration (3)
  - GED 6070 - Applied Psychology of Learning (3)
  - GED 6072 - Philosophy in Education (3)
  - GED 6081 - Educational Measurement and Evaluation (3)
  
  - GED 6089 - Master's Research and Design (3)
  - GED 6089P1 - Culminating Research Project Support (.5)
  - GED 6089P2 - Culminating Research Project Support (.5)
- Nine (9) Electives to be selected from:***
- GED 6001 - Foundations of Leadership and Educational Issues (3)

- GED 6065 - Safe Schools and Violence Prevention (3)
- GED 6075 - Family Systems (3)
- GED 6077 - Teaching Strategies for Special Populations (3)

Master's Total: 37 Units

#### Master's and PPS Credential

- GED 6001 - Foundations of Leadership and Educational Issues (3)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6062 - Counseling Theory and Techniques (3)
- GED 6063 - Individual and Group Counseling and Ethical Standards (3)
- GED 6064 - Counseling for Academic Achievement and Career Development (3)
- GED 6065 - Safe Schools and Violence Prevention (3)
- GED 6067 - Comprehensive Counseling and Guidance Programs: Coordination and Collaboration (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6072 - Philosophy in Education (3)
- GED 6075 - Family Systems (3)
- GED 6077 - Teaching Strategies for Special Populations (3)
- GED 6081 - Educational Measurement and Evaluation (3)

*Nine (9) units of Research, Field Studies & Practicum in Counseling and Guidance are required. This is divided into several segments. The initial hours must be completed and a grade entered prior to registering for additional segments.*

- GED 6087P - School Counseling Practica (1)
- GED 6087F1 - School Counseling Fieldwork (2)
- GED 6087F2 - School Counseling Fieldwork (2)
- GED 6087F3 - School Counseling Fieldwork (2)
- GED 6087S1 - School Counseling Seminar (1)
- GED 6087S2 - School Counseling Seminar (1)

*Four (4) units Culminating Project*

- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

Total: 49 Units

#### Intern Candidates

Candidates who have an intern contract with a school district must have completed these 9 units of PPS coursework (GED 6062, GED 6063, and GED 6064) and register for the following course each quad the candidate is serving as an intern:

- GED 6048 - PPS Intern Support Seminar (1)

#### Master's and College Counseling and Student Development

- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6062 - Counseling Theory and Techniques (3)

- GED 6063 - Individual and Group Counseling and Ethical Standards (3)
- GED 6064 - Counseling for Academic Achievement and Career Development (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6072 - Philosophy in Education (3)
- GED 6074 - Emergent Adult Development Theory (3)
- GED 6076 - Higher Education Leadership in Student Development (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GED 6090 - Contemporary Issues in Higher Education (2)

*Two (2) units total of fieldwork required for a total of 200 hours.*

- GED 6071S - Seminar in College Counseling and Student Development (1)
- GED 6071 (A,B) - Research, Field Studies and Practicum in College Counseling and Student Development 1, 1 (**Total of 2 units**)

*Four (4) units of culminating research*

- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

Total Units: 36

## Educational Administration

The purpose of the concentration in Educational Administration is to prepare school leaders to meet the challenges of improving student learning and school success in a diverse and rapidly changing society. Successful candidates will be eligible for a Preliminary Administrative Services Credential upon successful completion of all requirements.

### Program Learning Outcomes for the Master of Arts in Education - Educational Administration

The program learning outcomes for the Master of Arts in Education specializing in Educational Administration are built upon the School of Education themes equip, transform, and empower and the California Professional Standards for Educational Leaders (CPELs).

#### ***Equip***

- Engages in ongoing scholarly, professional, personal, and spiritual growth.
- Gains knowledge and skills in critical thinking, analysis, and synthesis.
- Works collaboratively and communicates effectively as a servant leader.

#### ***Transform***

- Embraces the positive power of diversity through development as advocates for equity and access.
- Applies faith-based influence and beliefs within educational organizations.

#### ***Empower***

- Engages in reflective educational practices that emulate Christian discipleship within an educational community focused on service and responsibility.
- Serves as research-based transformational leader within educational organizations.

## Required Courses for the Master of Arts in Education - Educational Administration with Preliminary Services Credential

*The following 24 units are required for the Preliminary Services Credential and the Master of Arts in Education degree:*

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GEL 6003F - Fieldwork and Practicum for Instructional Leadership (CalAPA Cycle 3) (1)
- GEL 6004 - Equitable and Socially Just School Communities (3)
- GEL 6004F - Fieldwork and Practicum for Equitable and Socially Just Communities (1)
- GEL 6005 - Organizational and Systems Leadership (3)
- GEL 6005F - Fieldwork and Practicum for Organizational and Systems Leadership (1)
- GEL 6006 - School Improvement Leadership (APA Cycle 1) (3)
- GEL 6006F - Fieldwork and Practicum for School Improvement Leadership (CalAPA Cycle 1) (1)
- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)
- GEL 6007F - Fieldwork and Practicum for Professional Learning and Growth Leadership (CalAPA Cycle 2) (1)
- GEL 6008 - Ethical and Visionary Leadership (3)
- GEL 6008F - Fieldwork and Practicum for Ethical and Visionary Leadership (1)

Credential Total: 24 Units

### Intern Candidates

Candidates who have an intern contract with a school district must have completed 6 units of administrative coursework and register for the following course each quad the candidate is serving as an intern:

- GEL 6048 - Administrative Intern Support Seminar (1)

### The California Administrator Performance Assessments (APA)

The School of Education implements the APA as one of several measures to assess candidate proficiency and the preliminary administrative credential program effectiveness. The CCTC requires that all preliminary administrative credential candidates pass the Administrator Performance Assessment before applying for a preliminary administrative credential.

#### ***Information about the APAs***

The APA process is an integrated part of the fieldwork experience throughout the program. All candidates are required to follow the calendar and deadlines of the APA process and must receive acceptable scores on all three (3) APAs in order to be recommended for their preliminary administrative credentials.

The Assessment Fee includes all assessment services, except a second attempt of the Cycles.

### Required Courses to complete the Master of Arts in Education - Educational Administration

- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

### Electives

Electives may be chosen from the following areas of study directly related to the role of an educational administrator:

- Special needs populations
- Cross cultural and language diversity
- Technological applications in education
- Advanced educational psychology
- Management

Master's Total: 36 Units

## Leadership In Learning

The Master of Arts in Education with a concentration in Leadership In Learning strategically refines the ability of educators to deeply understand and apply "best practices" and the latest research on effective teaching to significantly improve student learning in diverse settings. This program substantially builds on the foundation of initial teacher preparation and the California Standards for the Teaching Profession (CSTP). This program also supports those candidates seeking advanced levels of teaching and learning practice for working with families, churches, businesses, or community entities.

Candidates serving in private schools or charter schools, or others who are not part of a beginning teacher induction program in a school district, may earn a California Commission for Teacher Credentialing (CTC) approved 2042 Multiple or Single Subject Clear Credential as part of the Master of Arts program.

Other options for fulfilling the program elective requirements offer an in-depth emphasis/authorization to be chosen from a variety of areas including:

- Reading and Literacy Added Authorization
- Diverse and Cross Cultural Environments for Leaders
- Instructional Leadership
- Instructional Design with Technology
- Leading Instructional Design for Professionals
- Clear Teaching Credential

\*Up to twelve (12) units of approved post-baccalaureate coursework from PLNU may be applied to this degree.

## Program Learning Outcomes for the Master of Arts in Education - Leadership In Learning

The program learning outcomes for the Master of Arts in Education with a concentration in Leadership In Learning are built on and related to the School of Education outcomes that are symbolized in three themes: equip, transform, and empower. This concentration implements these major themes in its curriculum.

### *Equip*

- Engage in lifelong learning in an information-based, interactive society and explore the major classical and modern philosophies as they relate to contemporary educational theories and practices.
- Develop and internalize the essential knowledge, skills, and dispositions to conduct research that transform their teaching and significantly impact learning in educational settings.
- Communicate a cohesive personal educational philosophy, an educational mission, core values, and vision of teaching and learning as a servant leader.

### *Transform*

- Demonstrate evidence of an applied understanding of the five propositions of the National Board for Professional Teaching Standards, including a commitment to students and learning and distinguishing cultural and familial differences from one another in order to inform their practice.
- Reflect on learning throughout the program and develop a professional development and research plan to continually extend and refine a philosophical, technological, and research application and orientation to teaching and learning.

### ***Empower***

- Work within a professional educational learning community reflecting and contributing to instructional improvement within diverse educational communities.
- Extend and refine the understanding of current challenges and trends in education, developing a response plan aligned with personal philosophy in addressing these situations.

### Core Courses

The following eighteen (18) semester units are required of all Leadership In Learning options:

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6068 - Advanced Practice for English Learners (3)
- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

### Emphases and Certification Options

Each of the emphases below may be taken as a stand-alone certificate or added to the Master of Arts degree core content to fulfill a thirty-six (36) unit Masters of Arts degree with a concentration in Leadership In Learning. Degree candidates are required to choose an area.

#### In-Depth Options for Leadership and Learning

Candidates choose one of the following in-depth options to complete the degree.

#### Clear Teaching Credential (for Current Preliminary Multiple Subject and Single Subject Teachers) (12 Units)

This twelve (12) unit credential is available for teachers who hold a valid Preliminary California Teaching Credential working in Public, Private or Charter Schools or those teaching in a public school without access to an approved Induction program to clear their credential.

The Clear Credential requires six (6) one-unit courses of Reflective Coaching to be taken AFTER completion of the preliminary credential and beginning in the first year of employment. Reflective Coaching can be completed in two (2) years. An additional six (6) units of elective coursework is determined by the candidate, their assigned coach, and the Program director based on the goals of the Individual Learning Plan (ILP) in order to complete the twelve (12) unit program.

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 (3) *Offered in one (1) unit increments in concurrent semesters*

- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 (3) *Offered in one (1) unit increments in concurrent semesters*
- GED 6068 - Advanced Practice for English Learners (3)
- GED 6077 - Teaching Strategies for Special Populations (3)

#### Diverse and Cross Cultural Environments for Leaders (15 units)

This fifteen (15) unit certificate prepares the candidate to lead academic, social, and organizational venues to be knowledgeable and responsive to the social, emotional, and academic needs of children, families, and community members from a variety of cultures and socio-economic backgrounds. This includes military families, foster families, and those impacted by homelessness. Graduates of this concentration will understand how cognitive, social, and emotional development intersects with community and cultural contexts.

- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)
  - GED 6028 - Using Technology to Enhance Teaching and Learning (2)
  - GED 6028P - Instructional Technology Project (1)
  - GED 6068 - Advanced Practice for English Learners (3)
  - GED 6075 - Family Systems (3)
  - GEL 6004 - Equitable and Socially Just School Communities (3)
- OR*
- GED 6041 - Cultural Competence in a Pluralistic Society (3)

#### Instructional Design with Technology (12 units)

Utilizing technology for global learning opportunities, this twelve (12) unit certificate gives professionals grounding in the pedagogy of online and hybrid teaching and learning, beyond teaching or training resources currently in use. Using best practices in instructional design and technology, graduates will gain the confidence and up-to-date knowledge necessary to design, implement, and teach effective online courses. Intended for candidates with a teaching background.

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6030 - Assessment and Design of Hybrid and On-Line Learning (3)
- GED 6037 - Development and Implementation of Hybrid and On-line Learning (3)

#### Instructional Leadership (15 units)

The fifteen (15) unit Instructional Leadership certificate prepares current teachers with the practical skills to serve as instructional mentor, coach, department chair, clinical practice supervisor, and professional developer. With a mix of student-centered learning and adult learning theory, the holder of the Teacher Leadership certificate employs effective instructional leadership and is prepared to serve the entire school community.

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GEL 6008 - Ethical and Visionary Leadership (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6077 - Teaching Strategies for Special Populations (3)
- GED 6083 - New Teacher Induction and Reflective Coaching (1-6)

#### Leading Instructional Design for Professionals (15 units)

This fifteen (15) unit certificate prepares the professional to design and lead professional development in the workplace. Candidates will understand adult learning theory, effective instructional design, and leadership for organizational success in both face-to-face and online venues. Designed for professionals new to the teaching and learning environment and leadership role.

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6070 - Applied Psychology of Learning (3)
- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)
- OR
- GED 6005 - Performance Improvement with Design Thinking (3)

#### Reading and Literacy Added Authorization (8 units)

This added authorization is a nine (9) unit program for credentialed teachers who want specialized certification to teach reading in the PreK-12 setting. The program follows an explicit philosophy and purpose based on current, confirmed, replicable, and reliable research in literacy as referenced in the California Preschool Learning Foundations and Frameworks (Volume 1) and the California Reading/Language Arts Framework.

Upon successful completion of all coursework, candidates may apply to the California Commission on Teacher Credentialing (CTC) for the Reading and Literacy Added Authorization. Candidates must have completed three (3) years of successful K-12 teaching at the time of submission to CTC for this added authorization.

- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6096 - Advanced Research-Based Literacy Instruction for all Students (3)
- GED 6097 - Advanced Literacy Assessment, Instruction and Intervention for all Students (3)

#### Approved Coursework

In addition to the above courses, elective courses may be added to fulfill the thirty-six (36) unit requirement for completion of the Master's degree requirements. Candidates seeking to transfer credit must make this request during the first semester of enrollment.

Candidates with their preliminary credential coursework from an accredited university may request to apply up to six (6) units of approved coursework. Candidates with the preliminary credential coursework *from PLNU* may apply up to twelve (12) units of approved coursework to the Master of Arts in Education if it has not been previously used toward another degree.

Master's Total: 36 Units

## Master of Arts in Teaching, Preliminary Teaching Credentials

The School of Education offers a specially designed Master of Arts in Teaching (M.A.T.) degree that includes one of the four preliminary teaching credentials approved by the California Commission on Teacher Credentialing:

- **Multiple Subject** - teaching credential program designed for candidates seeking to teach at the elementary grade levels or in P - Adult self-contained, general education classrooms.
- **Single Subject** - teaching credential program designed for candidates seeking to teach at the junior high, middle school, or high school levels or in a departmentalized setting serving grades P - Adult.

- **Mild/Moderate** - one (1) of the two (2) Educational Specialist Preliminary teaching credentials. This authorization is related to services for individuals with a primary disability of specific learning disabilities, emotional disturbance, mild/moderate intellectual disability, other health impairment, and autism spectrum disorders within the disability area.

**Moderate/Severe** - authorization related to services for individuals with a primary disability for autism, moderate/severe intellectual disability, emotional disturbance, and multiple disabilities.

\*Completing credential courses does not guarantee the California Commission on Teacher Credentialing (CTC) will issue a credential. If any requirements for a preliminary credential are altered by the CTC during the candidate's program, the candidate will be held responsible for those requirements in accordance with regulations designated by this accrediting agency.

The M.A.T. is offered in two (2) phases to candidates who hold a Bachelor's degree:

1. Phase I consists of 23 -29 units of coursework and 10 units of clinical practice (student teaching) culminating in a preliminary teaching credential (33 - 39 units). The candidate is not required to finish Phase II of the M.A.T. degree in order to earn the preliminary credential.
2. Phase II usually takes place after a candidate has obtained the preliminary credential and has obtained a first teaching position. Phase II consists of 7-13 units, depending on the program, for a total of 46 units.

## Program Learning Outcomes

*Candidates who complete the Master of Arts in Teaching, Preliminary Teaching Credentials and Professional Services Credentials will be able to:*

### **Equip**

- Promote the success of all students by being servant leaders who serve collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

### **Transform**

- Demonstrate the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities; and
- Apply faith-based influences and beliefs within educational organizations.

### **Empower**

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as research-based, transformational leaders within their classrooms, schools, districts, and communities.

## Program Eligibility for the Master of Arts in Teaching and Preliminary Teaching Credentials

- Proof of passage of the California Basic Educational Skills Test (CBEST) or another form of Basic Skills Testing as approved by the California Commission on Teacher Credentialing (CTC).
- Proof of registration for the CSET test.
- Education and Grade-Point Average: Teacher candidates must have completed a baccalaureate or higher degree from a regionally accredited college or university. A cumulative undergraduate grade point average of 3.000 is required in order to be admitted into the M.A.T./credential program. Candidates with a cumulative grade point average lower than 3.000 may apply for "Admission under Exception".
- Two or more letters of recommendation from appropriate persons who have the knowledge of the applicant's character and ability to work with children or youth. (References from friends or relatives are not appropriate);

- M.A.T. interview: All candidates must complete a personal interview with a program admissions chair.

## Graduation Requirements

In order to earn and receive a Master of Arts in Teaching, Preliminary Teaching Credentials degree, a candidate must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Records Office, Point Loma campus);
2. Satisfactory completion of the prescribed course of study with a cumulative grade-point average of 3.000 or higher;
3. Completion of the approved graduate program consisting of a minimum of 46 units;
4. A recommendation from the program coordinator and director of the Branch Campus;
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
6. All requirements for graduate degrees must be completed within an eight (8)-year period from the time of initial enrollment in the program.

## Common courses required of all Multiple, Single, and Special Education Preliminary Credentials:

- EDU 6000 - Foundations of Education and Learning Theory (3)
- EDU 6002 - Foundations of Special Education (3) \*
- EDU 6003 - Classroom Assessment and Research Practices (3)
- EDU 6017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education (.5 - 2)
- EDU 6001 - Language Acquisition and Diverse Populations (3) \*  
OR
- EDU 6053 - Principles of Language Acquisition for Students with Moderate/Severe Disabilities (3)  
\*\*

Total Common Courses Required for all Preliminary Credentials: 13 Units

### Note(s):

\*Course requires 20 clock hours of observation and participation specific to culturally and linguistically diverse learners in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse in a culturally diverse and inclusive school setting.

***Teacher Education candidates who have completed fourteen (14) units of the Education coursework at Point Loma Nazarene University required for their bachelor's degree may complete the remainder of the teaching credential within the Master of Arts in Teaching degree, requiring the addition of the Reading and Literacy Added Authorization eight (8) units and six (6) elective units to complete the M.A.T. degree.***

## Preliminary Multiple Subject Teaching Credential and Intern Program

A Multiple Subject Teaching Credential enables a candidate to teach in a self-contained (P-Adult) classroom in California. Candidates receive coursework in educational research and theory as well as methodology in reading, language arts, and mathematics. Credential requirements are subject to change based on state and federal requirements which supersede any existing catalog requirements.

*Candidates for the Multiple Subject credential must complete the 13 units listed above under Common Courses.*

## Program Learning Outcomes

*Candidates who complete the Master of Arts in Teaching (Multiple Subject) program will be able to:*

### ***Equip***

- Promote the success of all students by being a servant leader who serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

### ***Transform***

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities; and
- Apply faith-based influences and beliefs within educational organizations.

### ***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as a research-based transformational leader within their classrooms, schools, districts, and communities.

## Multiple Subject Specific Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6011 - Interdisciplinary Approaches to Teaching in the Content Areas (3)
- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3) \*\*

### Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

\*\*Course requires 20 clock hours of observation and participation specific to math instruction in a culturally diverse and inclusive school setting.

## Clinical Practice

Clinical Practice is the culminating experience in which candidates work full time in classrooms under the guidance of cooperating teachers in public or private schools assigned by the field experience coordinator at the branch campus.

### Traditional Candidates take:

- EDU 6030 - Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6034 - Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

### OR Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*

- EDU 6032 - Intern Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6036 - Intern Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total Multiple Subject Clinical Practice Courses: 10 Units

Total Courses Required for M.A.T. Phase I for Multiple Subject Candidates: 33 Units +Up to 18 additional units for Interns

## Preliminary Single Subject Teaching Credential and Intern Program

Individuals who plan to teach at the secondary level pursue the Single Subject credential in an approved discipline of their choice. A Single Subject credential enables a candidate to teach in a departmentalized (P-Adult) classroom. Credential requirements are subject to change based on state and federal requirements which supersede any existing catalog requirements.

*Candidates for the Single Subject credential must complete the 13 units listed above under Common Courses.*

### Program Learning Outcomes

***Candidates who complete the Master of Arts in Teaching (Single Subject) program will be able to:***

#### ***Equip***

- Possess the skills and dispositions to develop instructional plans and engage students in content-specific learning experiences that lead to improved student outcomes.

#### ***Transform***

- Possess the skills and dispositions to promote the learning of diverse learners at the secondary level;
- Utilize subject-specific pedagogy, content-related literacy instruction, and developmentally appropriate instruction to support learning for all students; and
- Reflect positive personal presence, age-appropriate strategies, and research-based knowledge of adolescent psychology to create safe classroom environments that promote learning for all students.

#### ***Empower***

- Analyze assessment data from instruction through thoughtful reflection that informs professional practice for continual improvement.

### Single Subject Specific Courses

- EDU 6020 - Literacy Instruction for Secondary Teachers (3)
- EDU 6021 - General Methods for Secondary Teachers (3)

Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

**\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.**

**Choose one of the content-specific pedagogy courses:**

*The Single Subject Content Methods courses (EDU 6022-EDU 6029) consist of 15 hours of assigned coursework and 30 hours with a subject-specific mentor. Candidates should contact their program advisor about dates for these courses.*

- EDU 6022 - Methods of Teaching Secondary Language Arts (3)
- EDU 6023 - Methods of Teaching Secondary Mathematics (3)
- EDU 6024 - Methods of Teaching Secondary Science (3)
- EDU 6025 - Methods of Teaching Secondary Social Science (3)
- EDU 6026 - Methods of Teaching Secondary Foreign Language (3)
- EDU 6027 - Methods of Teaching Secondary Visual Arts (3)
- EDU 6028 - Methods of Teaching Secondary Physical Education (3)
- EDU 6029 - Content-Specific Pedagogy of Secondary Teachers (3)

Note(s):

EDU 6029 is offered for content areas that are not listed in EDU 6022-6028 (i.e., Business, Music, Agriculture, and Home Economics).

**Total Clinical Practice: 10 Units**

Traditional Candidates take:

- EDU 6040 - Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6044 - Secondary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*
- EDU 6042 - Intern Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6046 - Intern Secondary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

**Total Single Subject Clinical Practice Courses: 10 Units**

**Total Courses Required for M.A.T. Phase I for Single Subject Candidates: 33 Units +Up to 18 additional units for Interns**

**Preliminary Education Specialist (Mild/Moderate) Teaching Credential and Intern Program**

This credential prepares candidates to create, develop, and implement individualized adaptations and accommodations to facilitate access to learning of the core curriculum in a variety of environments. Coursework focuses on state and federal regulations, Individual Education Plans (IEP), specialized curricula, learning, behavior and transition strategies as well as the use of current and assistive technologies. Candidates in this program develop skills in working as collaborators in educational settings.

*Candidates for the Mild/Moderate Preliminary credential must complete the 13 units listed above under Common Courses.*

## Program Learning Outcomes

***Candidates who complete the Master of Arts in Teaching (Special Education, Mild-Moderate) program will be able to:***

### ***Equip***

- Promote the success of all students by being a servant leader who serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity;
- Possess the skills and dispositions to plan, implement, and analyze instruction that supports all students learning.

### ***Transform***

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice;
- Utilize research-based strategies, curriculum, instructional practices and behavioral strategies to support learning for all students; and
- Reflect positive presence, age-appropriate strategies, and research-based knowledge to create safe classroom environments that promote learning.

### ***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as a research-based transformational leader within their classrooms, schools, and districts.

## Mild/Moderate Authorization Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3)
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6051 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities (3)
- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)

Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

Choose one of the following courses:

- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3)  
**OR**

- EDU 6021 - General Methods for Secondary Teachers (3) \*\*

Total Mild/Moderate Authorization: 16 Units

Note(s):

\*Course requires 20 clock hours of observation and participation specific to math instruction in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.

Traditional Candidates take:

- EDU 6070M - Special Education Mild-Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6074M - Special Education Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 10 Units

Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*
- EDU 6072M - Intern Mild/Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6076M - Intern Mild/Moderate Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 12 Units

Total Mild/Moderate Authorization: 39 Units +Up to 18 additional units for Interns

## Preliminary Education Specialist (Moderate/Severe) Teaching Credential

This credential prepares candidates to create, develop and implement individualized adaptations and accommodations to facilitate access to learning of the core curriculum in a variety of environments. Coursework focuses on state and federal regulations. Individual Education Plans (IEP), specialized curricula, learning, behavior and transition strategies as well as the use of current and assistive technologies. Candidates in this program develop skills in working as collaborators in educational settings.

### Program Learning Outcomes

***Candidates who complete the Master of Arts in Teaching (Special Education, Moderate/Severe) program will be able to:***

#### ***Equip***

- Promote the success of all students by being a servant leader who serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity; and

- Possess the skills and dispositions to plan, implement, and analyze instruction that supports all students learning.

***Transform***

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities;
- Utilize research-based strategies, curriculum, instructional practices and behavioral strategies to support learning for all students; and
- Reflect positive personal presence, age-appropriate strategies, and research-based knowledge of students with special needs and the psychology to create safe classroom environments that promote learning for all students.

***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as a research-based transformational leader within their classrooms, schools, districts, and communities.

Candidates for the Moderate/Severe preliminary credential must complete the 13 units listed under Common Courses

**Requirements**

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)
- EDU 6054 - Methods of Teaching Students with Moderate/Severe Disabilities (3) \*\*
- EDU 6055 - Organization and Management for Success in the Moderate/Severe Classroom (3)

Total Moderate/Severe Authorization: 16 Units

**Note(s):**

Students in the Multiple, Single and Mild/Moderate credential programs take EDU 6001 while students in the Moderate/Severe credential take EDU 6053.

\*Course requires 20 clock hours of observation and participation specific to literacy in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse in a culturally diverse and inclusive school setting.

**Traditional Candidates take:**

- EDU 6070S - Special Education Moderate-Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6074S - Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 10 Units

Candidates who are under an intern contract with a school district take:

- EDU 6048 - Intern Support Seminar (3) *Each Quad, Up to six (6) times*
- EDU 6072S - Intern Moderate/Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 6076S - Intern Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP2 - Clinical Practice Seminar II (1)

Total: 12 Units

Total Moderate/Severe Authorization (41 Interns): 39 Units

Fieldwork with special placement depending upon credential authorization (10-12 units)

### \*Other Credential Requirements

- Subject Matter Competence:
  - Single Subject candidates may meet this requirement by completing a state-approved subject matter program or by passing the appropriate CSET. Information about examinations is available at each branch campus.
  - Multiple Subject candidates are required to pass the CSET: MS (101, 202, and 103).
  - Special Education candidates may meet this requirement by completing a state-approved subject matter program or passing the CSET in a core subject area.
- Professional Preparation: met by completing the sequence of courses for the appropriate credential program.
- US Constitution: Knowledge of the Constitution is demonstrated by either a California Commission on Teacher Credentialing approved college-level course, by exam, or by a workshop followed by an exam offered by PLNU.
- Developing English Language Skills: Met by passing one of the following courses: EDU 6010 (Multiple Subject or Special Education) or EDU 6020 (single subject).
- Teacher Performance Assessment (TPA)/E-Portfolio: All candidates are also required to successfully pass California's Teacher Performance Assessment (TPA). All credential candidates are required to establish an electronic portfolio, providing evidence of meeting required competencies.
- Current CPR Certification: Successful completion of an approved infant-child-adult CPR course and documentation of that fact is required before applying for a preliminary credential.
- Computer Level I Competencies: Computer Level I competencies are imbedded into Education coursework and successful completion of coursework will meet this standard.
- Health Clearance: Evidence must be presented that the candidate is free from tuberculosis.
- Certificate of Clearance: Teacher candidates must possess or apply for a Certificate of Clearance or CCTC document that requires fingerprinting clearance as they apply for admission to the credential program.
- Reading Instruction Competence Assessment (RICA): Multiple Subject and Education Specialist candidates are required to pass the Reading Instruction Competence Assessment (RICA) exam prior to applying for a teaching credential.

\*Note: The above must be completed in order to obtain a credential.

Point Loma Nazarene University provides a handbook for each credential program. The M.A.T. Candidate Handbook is provided to those applying to the program and contains the actual forms required for credential program admission, fieldwork, and clinical practice, as well as the instructions for completion.

Once admitted to the program, candidates are assessed during each course as well as in their fieldwork experiences. Decisions regarding each candidate's ability to continue in the program are made prior to both the first and second student teaching assignments.

Upon successful completion of all requirements and coursework, candidates may apply for the appropriate Preliminary credential with the credential analyst at the branch campus.

## **The California Teaching Performance Assessments (TPA)**

The School of Education implements the CalTPA as one of several measures to assess candidate proficiency and the preliminary credential program effectiveness for ALL preliminary credential programs. The CCTC requires that all credential candidates pass the Teaching Performance Assessment before applying for a teaching credential as defined in Standard 19 of the 2042 credential document.

### **Information about TPA**

All preliminary teacher candidates at Point Loma Nazarene University in Multiple Subject, Single Subject, and Special Education programs are required to participate in the Teaching Performance Assessment (CalTPA) program.

The CalTPA process is an integrated part of the clinical practice experience.

All candidates are required to follow the calendar and deadlines of the CalTPA process and must receive an acceptable score on both Cycle 1 and Cycle 2 to be recommended for a teaching credential.

The Teacher Education Assessment Fee includes all assessment services except a second attempt of the Cycles.

The content of the two cycles will be introduced and practiced throughout the preliminary credential course of study following an intentional course sequence.

### **Teacher Performance Assessments**

Every teaching credential candidate in the School of Education at PLNU must attempt and receive an acceptable score on the California Teaching Performance Assessment (CalTPA) in order to be recommended to the CCTC for a preliminary teaching credential. This requirement includes teacher candidates in Multiple Subject, Single Subject, and both Special Education credentials (Mild/Moderate and Moderate/Severe).

This requirement began with the passage of SB2042 in 1998, which mandates that candidates must successfully pass an assessment of their performance with respect to the Teaching Performance Expectations (TPEs). PLNU employs an assessment model that is comprised of Cycle 1 (Instruction) and Cycle 2 (Assessment, Unit of Instruction and Technology).

Candidates who are not successful on their first attempts on either Cycle must enroll in GED 6091 for one (1) unit to re-mediate and re-submit the failed Cycle a second time (up to once for each Cycle). There is no allowance for a third attempt on the TPA.

Candidates will receive direct instruction about each cycle within their courses.

### **Title II Information**

According to federal regulations, all accredited departments, schools, and colleges of education are required to report information regarding their candidates' passing rates on examinations. A summary of the passage rates may be found on the PLNU web site at [www.pointloma.edu/education](http://www.pointloma.edu/education)

### **M.A.T. Phase II Finishing Courses**

Phase II of the M.A.T. normally takes place after a candidate has obtained the preliminary teaching credential and has obtained a first teaching position.

### Multiple and Single Subject Candidates

The courses listed below are the final thirteen (13) units to complete the M.A.T. degree, for a total of 46 semester units.

#### Core Course:

- GED 6072 - Philosophy in Education (3)

#### Curriculum Course:

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)

#### Diversity Course:

*Select one (1) course from the following:*

- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6068 - Advanced Practice for English Learners (3)

#### Action Research:

- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

### Special Education - Mild/Moderate or Moderate/Severe

The courses listed below are the final seven (7) units to complete the M.A.T. degree in Special Education (for a total of 46 units).

#### Core Course:

- GED 6072 - Philosophy in Education (3)

#### Action Research:

- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

## Special Education, Master of Arts

### Program Description

The Master of Arts degree in Special Education is an advanced academic degree. A Clear Education Specialist credential may be completed within this degree with an additional three (3) units. One of the following Added

Authorizations is included within the degree: Adapted Physical Education (APE), Autism Spectrum Disorder (ASD), Early Childhood Special Education (ECSE), Emotional Disturbance (ED), Other Health Impairment (OHI), Orthopedic Impairment (OI), and/or Traumatic Brain Injury (TBI). A total of 36 semester units are required for the degree. The curriculum provides a deeper specialization in contemporary issues in the field of special education.

## Program Learning Outcomes

The program learning outcomes for the M.A. in Special Education are built on and related to the School of Education outcomes that are symbolized in three themes: equip, transform, and empower. The M.A. in the Special Education program then applies these major themes to this program.

*Candidates who complete the Master of Arts in Special Education program will be able to:*

### ***Equip***

- Promote the success of all students by being a servant leader that serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

### ***Transform***

- Engage in ways of thinking and being to embrace the positive power of diversity and advocacy for universal social justice within the classrooms, schools, districts, and communities.
- Apply faith-based influences and beliefs within educational organizations.

### ***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth.
- Serve as research-based transformational leaders within their classrooms, schools, districts, and communities.

## Program Eligibility to the Master of Arts in Special Education

- Education and Grade-Point Average: Candidates must have completed a baccalaureate or higher degree from a regionally accredited college or university. A cumulative undergraduate grade point average of 3.000 is required to be admitted into the Master of Arts in Special Education program. Candidates with a cumulative grade point average less than 3.000 may apply for "Admission under Exception;"
- Two or more letters of recommendation from appropriate persons who have the knowledge of the applicant's character and ability to work with children or youth. (References from friends or relatives are not appropriate.);
- Master of Arts in Special Education interview: All candidates must complete a personal interview with an admissions chair.

## Graduation Requirements

In order to earn and receive a Master of Arts in Special Education degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Records Office, Point Loma campus);
2. Satisfactory completion of the prescribed course of study with a cumulative grade-point average of 3.000 or higher and no grade lower than a C in any course;
3. Completion of the approved graduate program consisting of a minimum of 36 units;
4. Recommendation from the program coordinator;
5. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
6. All requirements for graduate degrees must be completed within an eight (8)-year period from the time of initial enrollment in the program.

The Master of Arts in Special Education builds on the foundation of the Preliminary Education Specialist credential and the Council for Exceptional Children's Professional Standards. Candidates develop advanced level knowledge, skills, and dispositions aligned with professional standards and directly apply research-based theory and "best practices" as they teach students with special needs in their own classrooms.

The Clear Education Specialist credential requirements can be incorporated into this advanced degree and are strategically aligned and blended with Induction requirements to equip special education to address the Clear (Level II) credential proficiency requirements as they complete their Induction requirements.

Up to six (6) units of post-baccalaureate coursework aligned with the course of study below may be transferred from other institutions toward this degree. Candidates seeking transfer credit should make this request during the first semester of enrollment. Candidates who completed their preliminary Education Specialist, Mild/Moderate credentials through PLNU may apply up to 12 units of this coursework toward the MA in Special Education. Candidates who completed their preliminary Education Specialist, Moderate/Severe credentials through PLNU may apply up to 12 units of this coursework toward the MA in Special Education. Candidates who completed both their preliminary Education Specialist, Mild/Moderate and Moderate/Severe credentials through PLNU may apply up to 15 units of this coursework toward the MA in Special Education.

## Requirements

- GED 6022 - Advanced Special Education Assessment and Analysis of Behavior (3)  
*(Not required if Candidate seeks Ed Specialist Clear credential)*
- GED 6050 - Universal Access: Equity for All Students (3)
- GED 6056 - Shared Leadership, Legislation, and Due Process (2)

Choose one set (4 units):

- SPE 6051 - Methods of Teaching Students with Emotional and Behavioral Disorders (4)
- SPE 6052 - Methods of Teaching Students with Autism Spectrum Disorder (4)
- SPE 6053 - Methods of Teaching Students with Traumatic Brain Injury (4)
- SPE 6054 - Methods of Teaching Students with Other Health Impairments (4)
- SPE 6057 - Adapted Physical Education Methods and Inclusive Strategies (4)
- SPE 6060 - Methods of Teaching Students with Orthopedic Impairments (4)
- SPE 6061 - Early Childhood Special Education Curriculum and Services (4)

Total Core Units: 9-12

- GED 6059 - Independent Studies in Education (2)
- GED 6072 - Philosophy in Education (3)
- GED 6089 - Master's Research and Design (3)
- GED 6089P1 - Culminating Research Project Support (.5)
- GED 6089P2 - Culminating Research Project Support (.5)

For Candidates seeking Ed Specialist Clear Credential

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 (3) *Offered in one (1) unit increments in concurrent semesters*
- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 (3) *Offered in one (1) unit increments in concurrent semesters*

Total Required: 21-24 Units

#### Approved Coursework

Candidates with their preliminary credential coursework from PLNU may apply up to 12 units of approved coursework toward their Master of Arts in Special Education degree.

#### Electives:

- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6042 - Teaching Strategies for English Learners (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6075 - Family Systems (3)

Total: 36 Units

39 units with Clear Education Specialist credential included

#### Added Authorizations in Special Education

Complete the following two (2) courses and choose a specific area to fulfill the authorization

- GED 6056 - Shared Leadership, Legislation, and Due Process (2)  
*Choose one:*
- GED 6050 - Universal Access: Equity for All Students (3)  
*OR*
- GED 6022 - Advanced Special Education Assessment and Analysis of Behavior (3)

#### Adapted Physical Education (APE) Added Authorization

- SPE 6057 - Adapted Physical Education Methods and Inclusive Strategies (4)

#### Autism Spectrum Disorders (ASD) Added Authorization

- SPE 6052 - Methods of Teaching Students with Autism Spectrum Disorder (4)

#### Early Childhood Special Education (ECSE) Added Authorization

- SPE 6061 - Early Childhood Special Education Curriculum and Services (4)

#### Emotional and Behavior Disorders (ED) Added Authorization

- SPE 6051 - Methods of Teaching Students with Emotional and Behavioral Disorders (4)

#### Orthopedic Impairments (OI) Added Authorization

- SPE 6060 - Methods of Teaching Students with Orthopedic Impairments (4)

## Other Health Impairment (OHI) Added Authorization

- SPE 6054 - Methods of Teaching Students with Other Health Impairments (4)

## Traumatic Brain Injury (TBI) Added Authorization

- SPE 6053 - Methods of Teaching Students with Traumatic Brain Injury (4)

## Credential

### Clear Administrative Services Credential

#### Program Description

The Clear Administrative Services Credential program builds upon the preliminary administrative credential and prepares school administrators to establish and sustain a vital learning community that supports powerful teaching and learning for the success of all students. This is an *evidence-based program*. Candidates develop a plan for their graduate level coursework and fieldwork, building on the evidence of prior knowledge, skills, and dispositions that they bring into the program. This program is aligned with the California Professional Standards for Educational Leaders (CPSELs).

All instructors are veteran school leaders with decades of experience as principals and district office administrators. Their background and experiences are diverse and include schools and districts with special needs in Title 1, Program Improvement, Curriculum Audits, diverse demographic, language and socio-economic populations.

#### Program Learning Outcomes

*Candidates who complete the Clear Administrative Service Credential program will be able to:*

*Equip:* Promote the success of all students by:

- Demonstrating an understanding of the greater political, social, economic, legal, and cultural context;
- Responding to and influencing the greater political, social, economic, legal, and cultural context; and
- Demonstrating the development of professional leadership capacity.

*Transform:* Promote the success of all students by:

- Responding to diverse community interests and needs;
- Collaborating with families and community members; and
- Modeling a personal code of ethics.

*Empower:* Promote the success of all students by:

- Facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community;
- Advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff development and growth; and
- Ensuring management of the organization, operation, and resources for a safe, efficient, and effective learning environment.

#### Admission Requirements

## Admission to the University

Candidates are eligible to be considered for the Educational Leadership programs when the following conditions are met:

- Application;
- Two (2) letters of recommendation;
- Application fee;
- Official transcripts showing completion of a baccalaureate or higher-level degree from an institution that is accredited by a regional accrediting association;
- Overall university grade-point average (GPA) of 3.000 or better on a four-point scale - a cumulative GPA of 3.000 alone does not guarantee acceptance into the program;
- Submission of CBEST or equivalence;
- An interview with the area Program Admissions Chair;
- Formal acceptance to PLNU as a student.

## Program Admission Requirements

- Verification and Passage of the CBEST (credential students)
- Writing sample indicating graduate level writing ability. Writing sample should be in the form of an essay and respond to the following prompts:
  - Describe your professional career goals;
  - Describe the experience that helped you determine these goals. You may want to include multi-cultural and professional experiences; and
  - Explain why you are applying to a Christian graduate program.
- Verification of Experience (clear credential candidates only)
- Verification of teaching and/or administrative credentials held

## Required Courses for the Clear Administrative Services Credential

- GED 7001A-D - Individualized Coaching and Induction Plan 1 ***A-D for 1 unit each***
- GED 7002A-D - The California Professional Standards for Educational Leaders: Inquiry Modules 1 ***A-D for .5 unit each***  
*Six (6) modules are developed around the California Professional Standards for Educational Leaders (CPSELs); practicing administrators complete a site-based inquiry in each of the six (6) standards.*
- GED 7003A-D - Individualized Coaching and Induction Plan 2 ***A-D for 1 unit each***
- GED 7004A-D - The California Professional Standards for Educational Leaders: Inquiry Modules 2 ***A-D for .5 units each***  
*Six (6) modules are developed around the California Professional Standards for Educational Leaders (CPSELs); practicing administrators complete a site-based inquiry in each of the six (6) standards.*

Credential Total: 12 Units

## Preliminary Administrative Services Credential

The Preliminary Administrative Services Credential program prepares school administrators to establish and sustain a vital learning community that supports powerful teaching and learning. The twenty-four (24) units of credential coursework are foundational to the thirty-six (36) unit Master of Arts in Education degree with a concentration in Educational Administration. Candidates build their competence as an educational administrator on the evidence of prior knowledge, skills, and dispositions that they bring into the program. The program is aligned with the California

Administrator Performance Expectations (CAPEs). On-site fieldwork is an important part of the program and is designed to complement and enhance coursework.

## Admission Requirements

Candidates are eligible to be considered for the Educational Leadership programs when the following conditions are met:

- Application;
- Two (2) letters of recommendation;
- Application fee;
- Official transcripts showing completion of a baccalaureate or higher-level degree from an institution that is accredited by a regional accrediting association;
- Overall university grade-point average (GPA) of 3.000 or better on a four-point scale - a cumulative GPA of 3.000 alone does not guarantee acceptance into the program;
- Submission of CBEST or equivalence;
- An interview with the area Program Admissions Chair;
- Formal acceptance to PLNU as a student.

## Program Learning Outcomes

*Candidates who complete the Preliminary Administrative Services Credential will be able to:*

### ***Equip***

- Connect theory to practice and impact students learning in the P-12 learning environment.

### ***Transform***

- Apply real-world leadership skills in the field.

### ***Empower***

- Serve as leaders throughout the state of California.

## Credential Courses

- GEL 6003 - Instructional Leadership (APA Cycle 3) (3)
- GEL 6003F - Fieldwork and Practicum for Instructional Leadership (CalAPA Cycle 3) (1)
- GEL 6004 - Equitable and Socially Just School Communities (3)
- GEL 6004F - Fieldwork and Practicum for Equitable and Socially Just Communities (1)
- GEL 6005 - Organizational and Systems Leadership (3)
- GEL 6005F - Fieldwork and Practicum for Organizational and Systems Leadership (1)
- GEL 6006 - School Improvement Leadership (APA Cycle 1) (3)
- GEL 6006F - Fieldwork and Practicum for School Improvement Leadership (CalAPA Cycle 1) (1)
- GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2) (3)
- GEL 6007F - Fieldwork and Practicum for Professional Learning and Growth Leadership (CalAPA Cycle 2) (1)
- GEL 6008 - Ethical and Visionary Leadership (3)
- GEL 6008F - Fieldwork and Practicum for Ethical and Visionary Leadership (1)

Credential Total: 24 units

## The California Administrator Performance Assessments (CalAPA) Requirements

All candidates for the Preliminary Administrative Services Credential must complete all credential program requirements at an approved institution AND earn a minimum score from the California Commission on Teacher Credentialing (CTC) on each of the three (3) California Administrator Performance Assessments (CalAPA) before earning the preliminary administrative credential.

The CalAPA is structured around three (3) full leadership cycles with each of the three (3) cycles containing four distinct components: *Investigate, Plan, Act, and Reflect*. In each of these four steps, candidates must provide evidence of leadership practice according to specific requirements within the respective cycle. Acceptable evidence may be in a variety of forms, including video recordings and written narrative. Each of the major components of the three cycles are supported in PLNU coursework in order to prepare candidates to address the CalAPA.

Candidates pay an assessment fee to the university that includes this cost.

### *Intern Candidates*

Candidates who have an intern contract with a school district must have completed six (6) units of administrative coursework and register for the following course each quad the candidate is serving as an intern.

- GEL 6048 - Administrative Intern Support Seminar

## Preliminary Credentials

Completing credential courses does not guarantee the California Commission on Teacher Credentialing (CTC) will issue a credential. If any requirements for a preliminary credential are altered by the CTC during the candidate's program, the candidate will be held responsible for those requirements in accordance with regulations designated by this accrediting agency.

## Preliminary Teaching Credentials

The School of Education offers a specially designed preliminary teaching credentials approved by the California Commission on Teacher Credentialing:

- **Multiple Subject** teaching credential program is designed for candidates seeking to teach at the elementary grade levels or in P - Adult self-contained, general education classrooms.
- **Single Subject** teaching credential program is designed for candidates seeking to teach at the junior high, middle school, or high school levels or in a departmentalized setting serving grades P - Adult.
- **Mild/Moderate** is one (1) of the two (2) Educational Specialist Preliminary teaching credentials. This authorization is related to services for individuals with a primary disability of specific learning disabilities, emotional disturbance, mild/moderate mental retardation, other health impairment, and autism spectrum disorders within the disability area.
- **Moderate/Severe** authorization is related to services for individuals with a primary disability for autism, moderate/severe disability, emotional disturbance, deaf-blind, and multiple disabilities.

This preliminary credential consists of 23-29 units of coursework and 10 units of clinical practice (student teaching) culminating in a preliminary teaching credential (total: 33-39 units).

The candidate then has the option to finish Phase II of the Master of Arts in Teaching degree.

Phase II usually takes place after a candidate has obtained the preliminary credential and has obtained a first teaching position. Phase II consists of 7-13 units, depending on the program, for a total of 46 units.

## Program Learning Outcomes

*Candidates who complete the Master of Arts in Teaching Preliminary Teaching Credentials and Professional Services Credentials will be able to:*

### ***Equip***

- Promote the success of all students by being servant leaders who serve collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

### ***Transform***

- Demonstrate the positive power of diversity and advocacy for universal social justice within their classrooms, schools, districts, and communities; and
- Apply faith-based influences and beliefs within educational organizations.

### ***Empower***

- Reflect and engage in on-going scholarly, professional, and spiritual growth; and
- Serve effectively as research-based, transformational leaders within their classrooms, schools, districts, and communities.

## Program Eligibility for the Master of Arts in Teaching and Preliminary Teaching Credentials

- Proof of passage of the California Basic Educational Skills Test (CBEST) or another form of Basic Skills Testing as approved by the California Commission on Teacher Credentialing (CTC).
- Proof of registration for the CSET test.
- Education and Grade-Point Average: Teacher candidates must have completed a baccalaureate or higher degree from a regionally accredited college or university. A cumulative undergraduate grade point average of 3.000 is required in order to be admitted into the M.A.T./credential program. Candidates with a cumulative grade point average lower than 3.000 may apply for "Admission under Exception."
- Two or more letters of recommendation from appropriate persons who have the knowledge of the applicant's character and ability to work with children or youth. (References from friends or relatives are not appropriate.)
- M.A.T. interview: All candidate must complete a personal interview with a program admissions chair.

## Completion Requirements

In order to earn and receive a Preliminary Teaching Credential, a student must satisfy all of the following:

1. A completed Application process with a credential analyst;
2. Satisfactory completion of the prescribed course of study with a cumulative grade-point average of 3.000 or higher;
3. No grade lower than a C in any course;
4. Passage of all assessments as required by the California Commission on Teacher Credentialing (CTC);
5. A recommendation from the program coordinator and director of the regional center;
6. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee; and
7. If opting for a Master of Arts in Teaching, all requirements for graduate degrees must be completed within an eight (8)-year period from the time of initial enrollment in the program.

## Common Courses Required of All Multiple, Single, and Special Education Preliminary Credentials

- EDU 6000 - Foundations of Education and Learning Theory (3)

- EDU 6002 - Foundations of Special Education (3) \*
- EDU 6003 - Classroom Assessment and Research Practices (3)
- EDU 6017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education (.5 - 2)

***Choose one of the following:***

- EDU 6001 - Language Acquisition and Diverse Populations (3) \*
- EDU 6053 - Principles of Language Acquisition for Students with Moderate/Severe Disabilities (3) \*\*

Total Common Courses Required for All Preliminary Credentials: 14 Units

Note(s):

\*Course requires 20 clock hours of observation and participation specific to culturally and linguistically diverse learners in a culturally diverse and inclusive school setting.

\*\*Course requires 20 clock hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse in a culturally diverse and inclusive school setting.

*Teacher Education candidates who have completed fourteen (14) units of Education coursework at Point Loma Nazarene University required for their bachelor's degree may complete the remainder of the teaching credential within the Master of Arts in Teaching degree, requiring the addition of the Reading and Literacy Added Authorization nine (9) units and six (6) elective units to complete the M.A.T. degree.*

### Preliminary Multiple Subject Teaching Credential and Intern Program

A Multiple Subject Teaching Credential enables a candidate to teach in a self-contained (P-Adult) classroom in California. Candidates receive coursework in educational research and theory as well as methodology in reading, language arts, and mathematics. Credential requirements are subject to change based on state and federal requirements which supersede any existing catalog requirements.

*Candidates for the Multiple Subject credential must complete the 14 units listed in the Core Courses.*

#### Multiple Subject Specific Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6011 - Interdisciplinary Approaches to Teaching in the Content Areas (3)
- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3) \*\*

Note(s):

\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.

\*\*Course requires 20 clock hours of observation and participation specific to math instruction in a culturally diverse and inclusive school setting.

#### Clinical Practice for Multiple Subject

Clinical Practice is the culminating experience in which candidates work full time in classrooms under the guidance of cooperating teachers in public or private schools assigned by the field experience coordinator at the regional center.

Traditional Candidates take:

- EDU 6030 - Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6034 - Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

OR Candidates who are under an intern contract with a school district take:

- EDU 6032 - Intern Elementary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6036 - Intern Elementary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*

- EDU 6048 - Intern Support Seminar (3)

Total Multiple Subject Clinical Practice Courses: 10-28 Units

Total Courses Required for M.A.T. Phas I for Multiple Subject Candidates: 33 Units + Up to 18 additional units for interns

### Preliminary Single Subject Teaching Credential and Intern Program

Candidates for the Single Subject credential must compete the 14 units listed above under Common Courses.

- EDU 6020 - Literacy Instruction for Secondary Teachers (3) \*
- EDU 6021 - General Methods for Secondary Teachers (3) \*\*

*\*Course requires 20 clock hours of observation and participation specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperative teacher.*

*\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.*

#### **Choose one of the content-specific pedagogy courses**

*The Single Subject Content Methods courses (EDU6022-6029) consist of 45 hours with a subject specific mentor. Candidates should contact their program advisor about dates for these courses.*

- EDU 6022 - Methods of Teaching Secondary Language Arts (3)
- EDU 6023 - Methods of Teaching Secondary Mathematics (3)
- EDU 6024 - Methods of Teaching Secondary Science (3)
- EDU 6025 - Methods of Teaching Secondary Social Science (3)
- EDU 6026 - Methods of Teaching Secondary Foreign Language (3)
- EDU 6027 - Methods of Teaching Secondary Visual Arts (3)
- EDU 6028 - Methods of Teaching Secondary Physical Education (3)
- EDU 6029 - Content-Specific Pedagogy of Secondary Teachers (3)

*EDU 6029 is offered for content areas that are not listed in EDU 6022-6028 (i.e. Business, Music, Agriculture, and Home Economics)*

Traditional Single Subject Candidates take:

- EDU 6040 - Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6044 - Secondary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*Total: 10 units*

Single Subject Interns

Candidates who are under an intern contract with a school district take:

- EDU 6042 - Intern Secondary Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6046 - Intern Secondary Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*

- EDU 6048 - Intern Support Seminar (3)

*Total: 10 - 28 units*

*Total Required for Preliminary Credential for Single Subject: 33 units*

Preliminary Education Specialist (Mild/Moderate) Teaching Credential

Candidates for the Mild/Moderate Preliminary credential must complete the 14 units listed above under Common Courses in addition to the following:

Mild/Moderate Authorization Courses

- EDU 6010 - Methods of Teaching Reading and Writing (3) \*
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6051 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities (3)
- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)

*\*Course requires 20 clock hours of participation in classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperating teacher.*

- EDU 6012 - Differentiated Mathematics Instruction for All Learners (3)

**OR**

- EDU 6021 - General Methods for Secondary Teachers (3)

*Total Mild/Moderate Authorization: 15 units*

*Notes:*

*\*Course requires 20 clock hours of participation in a classroom specific to math instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of mathematics under the direction of a cooperating teacher.*

*\*\*Course requires 20 clock hours of observation and participation specific to content area teaching strategies in a culturally diverse and inclusive school setting.*

Traditional Mild Moderate Clinical Practice Candidates take:

- EDU 6070M - Special Education Mild-Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6074M - Special Education Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)

- EDU 60CP2 - Clinical Practice Seminar II (1)

Mild Moderate Intern Candidates who are under intern contract with a school district take:

- EDU 6072M - Intern Mild/Moderate Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6076M - Intern Mild/Moderate Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*

- EDU 6048 - Intern Support Seminar (3)

*Total: 10-28 units*

### Preliminary Education Specialist (Moderate/Severe) Teaching Credential

Candidates for the Moderate/Severe Preliminary credential must complete the 14 units listed above under Common Courses.

Requirements:

- EDU 6010 - Methods of Teaching Reading and Writing (3)
- EDU 6050 - Assessment and Services for Students with Disabilities (3)
- EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement (3)
- EDU 6054 - Methods of Teaching Students with Moderate/Severe Disabilities (3)
- EDU 6055 - Organization and Management for Success in the Moderate/Severe Classroom (3)

*Total Moderate/Severe Authorization: 16 units*

*Students in the Moderate/Severe credential program take EDU 6053 while students in Multiple, Single and Mild/Moderate Credential programs take EDU 6010.*

*\*Course requires 20 clock hours of participation in a classroom specific to literacy instruction in a culturally diverse and inclusive school setting. Candidates work with a small group in the area of literacy under the direction of a cooperative teacher.*

*\*\*Course requires 20 hours of observation and participation specific to learners with moderate/severe disabilities in addition to culturally and linguistically diverse and inclusive school setting.*

Moderate Severe Traditional Clinical Practice Candidates take:

- EDU 6070S - Special Education Moderate-Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6074S - Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*Total: 10 units*

Moderate Severe Intern Clinical Practice Candidates take:

- EDU 6072S - Intern Moderate/Severe Clinical Practice I (CalTPA Cycle 1) (4)
- EDU 6076S - Intern Moderate/Severe Clinical Practice II (CalTPA Cycle 2) (4)
- EDU 60CP1 - Clinical Practice Seminar I (1)
- EDU 60CP2 - Clinical Practice Seminar II (1)

*When not enrolled in Clinical Practice, candidates who are under an intern contract with a school district take:*

- EDU 6048 - Intern Support Seminar (3)

*Total: 10-28 units*

## Credential Requirements:

### **Professional Clear Teaching Credential: Education Specialist**

#### Professional Clear Teaching Credential: Education Specialist

The Clear Education Specialist credential requirements can be incorporated into this advanced credential and are strategically aligned and blended with Induction requirements to equip special education teachers in Induction programs to address the Clear (Level II) credential proficiency requirements as they complete their Induction requirements.

#### Program Learning Outcomes

The program learning outcomes for the Clear Education Specialist are built on and related to the School of Education outcomes that are symbolized in these themes: equip, transform, and empower. The Clear Education Specialist program then applies these major themes to this program.

Candidates who complete the Clear Education Specialist program will be able to:

##### ***Equip:***

- Promote the success of all students by being a servant leader that serves collaboratively and effectively with professional excellence, honesty, integrity, and sensitivity.

##### ***Transform:***

- Engage of ways of thinking and being to embrace the positive power of diversity and advocacy for universal and social justice within the classrooms, schools, districts, and communities.
- Apply faith-based influences and beliefs within educational organizations.

##### ***Empower:***

- Reflect and engage in on-going scholarly, professional, and spiritual growth.
- Serve as research-based transformational leaders within their classrooms, schools, districts, and communities.

#### Program Eligibility

The eligibility requirements are the same for the degree to which the credential program is attached. Please see that degree.

#### Credential Requirements

Preliminary Education Specialist Credential holders can earn and receive a Clear credential by completing our CTC-approved Induction program consisting of the following requirements and satisfying all of the following:

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 (3) *Offered in one (1) unit increments in concurrent semesters*
- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 (3) *Offered in one (1) unit increments in concurrent semesters*

*The above are offered in one (1) unit increments in concurrent semesters.*

*Choose one:*

- SPE 6051 - Methods of Teaching Students with Emotional and Behavioral Disorders (4)
- SPE 6052 - Methods of Teaching Students with Autism Spectrum Disorder (4)
- SPE 6053 - Methods of Teaching Students with Traumatic Brain Injury (4)
- SPE 6054 - Methods of Teaching Students with Other Health Impairments (4)
- SPE 6057 - Adapted Physical Education Methods and Inclusive Strategies (4)
- SPE 6060 - Methods of Teaching Students with Orthopedic Impairments (4)
- SPE 6061 - Early Childhood Special Education Curriculum and Services (4)

*Total: 15 units*

- Payment in full of all tuition, fees, and other financial obligations owed to the university.

## **Professional Clear Teaching Credential: Multiple Subject or Single Subject**

***For: Teachers working in private, charter or public schools who need to complete an Induction program in order to Clear their Preliminary California Teaching Credential.***

The 2042 Clear Credential program requires 12 units of advanced courses and on-site coaching to be taken AFTER completion of the preliminary credential and can be completed in two years. The PLNU Induction program is approved and accredited by the California Commission on Teacher Credentialing (CCTC) to earn the Clear Teaching Credential for the Ryan or 2042 Credential.

A PLNU Credential Analyst reviews the transcripts and credential renewal requirements for each teacher participating in the Partnership Program.

## **Program Learning Outcomes**

***Candidates who complete the Multiple and Single Subject Clear Credential program will be able to:***

### ***Equip***

- Work collaboratively with school site personnel and university faculty to gain a deepened understanding and competence of effective pedagogy and ability to apply academic instruction that includes universal access and equity for all students.
- Maintain competencies in knowledge, skills, and attitudes that demonstrate the ability to implement the California Standards for the Teaching Profession in order to maximize student success.
- Develop attitudes and skills to effectively communicate with all students - special needs, diverse cultural groups, and second language learners.

### ***Transform***

- Demonstrate how to identify, clarify, and address barriers to student learning while partnering with community resources to achieve academic goals.
- Cultivate ongoing self-evaluation and lifelong learning habits that promote dispositions of noble character.

### ***Empower***

- Honor diversity while using pedagogical skill to implement principles of equity and empowerment.
- Commit to ongoing professional development, a lifestyle of integrity and fairness and the use of high ethical and professional values in the field with administrators, colleagues, parents, and students.

## **Program Eligibility for the Clear Teaching Credential: Multiple Subject or Single Subject**

See the degree to which the credential program is attached.

## Credential Requirements

See the degree to which the credential program is attached.

Multiple and Single Subject Preliminary Credential holders can earn and receive a Clear credential by completing our CTC-approved Induction program consisting of the following requirements and satisfying all of the following:

- GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1 (3) *Offered in one (1) unit increments in concurrent semesters*
- GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2 (3) *Offered in one (1) unit increments in concurrent semesters*  
*Six (6) additional units based on a candidate's Individualized Learning Plan (ILP) might include:*
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)
- GED 6068 - Advanced Practice for English Learners (3)
- GED 6077 - Teaching Strategies for Special Populations (3)
- Total Professional Clear Advanced Coursework (12 semester units)
  
- Payment in full of all tuition, fees, and other financial obligations owed to the university.

## Note(s):

Elective units toward the Clear Credential are suggested as they meet components of the California Standards for the Teaching Profession. Elective units are ultimately determined by the candidate, their assigned coach, and the program director based on the goals in the Individual Learning Plan (ILP).

The needs of Ryan Credential Candidates are addressed separately if there are CTC requirements beyond those offered above.

Those interested in seeking a Master of Arts in Education in Leadership in Learning in addition to the Professional Clear Credential may apply their Clear coursework to the M.A. degree. This degree requires 36 units (12 courses) of graduate-level work. Candidates usually take six (6) units per semester including summers.

## Certificate

### Reading and Literacy Added Authorization

This added authorization is a 9-unit program for credentialed teachers who want specialized certification to teach reading in the PreK-12 setting. The program follows an explicit philosophy and purpose based on current, confirmed replicable and reliable research in literacy as referenced in the California Preschool Learning Foundations and Frameworks (Volume 1) and the California Reading/Language Arts Framework.

Upon successful completion of all coursework, candidates may apply to the California Commission on Teacher Credentialing (CTC) for the Reading and Literacy Added Authorization. Candidates must have completed three years of successful K-12 teaching at the time of submission to CTC for this added authorization. Please contact the credential analyst at the branch campus for further information.

## Program Learning Outcomes

***Candidates who complete the Reading and Literacy Added Authorization will be able to:***

***Equip:*** Maintain competencies in knowledge and skills by demonstration of the following:

1. Utilize research-based instructional practices, intervention models and strategies in reading and language arts to create a culture of literacy for all students.
2. Utilize current research in literacy, state standards, and the application of the teaching model of "plan, teach, reflect, and apply" to maximize student success and to effectively communicate with all students - special needs, diverse cultural groups, and second language learners.

***Transform:*** Promote the success of all students by demonstration of the following:

1. Collect and analyze data to advocate for all students.
2. Cultivate on-going self-evaluation and lifelong learning habits that promote PLNU dispositions of noble character.

***Empower:*** Promote the success of all students by demonstration of the following:

1. Research and identify research-based strategies to help struggling readers.
2. Reflect on the research-based strategies that were applied during intervention and how they had implications for the candidate's instructional practices.

## Program Eligibility for the Reading and Literacy

See the degree to which the certificate program is attached.

## Graduation Requirements

See the degree to which the certificate is attached.

***Candidates complete the following coursework:***

- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6028P - Instructional Technology Project (1)  
*Project must be related to K-12 student reading and literacy.*
- GED 6096 - Advanced Research-Based Literacy Instruction for all Students (3)
- GED 6097 - Advanced Literacy Assessment, Instruction and Intervention for all Students (3)

# School of Nursing

## Mission Statement

The School of Nursing at Point Loma Nazarene University exists to support the university Wesleyan Mission and to provide an interdisciplinary learning program of excellence. Graduates of the School of Nursing are distinctly identified by grace, truth, and holiness, serving others after the example of Christ, as they are sent to fulfill their calling as professional nurses.

*So He got up from the meal, took off His outer clothing, and wrapped a towel around His waist. After that, He poured water into a basin and began to wash His disciple's feet, drying them with a towel that was wrapped around Him. Now that I, your Lord and Teacher, have washed your feet, you also should wash one another's feet. I have set an example that you should do as I have done for you. John 13:4-5 (NIV)*

## Vision Statement

The School of Nursing at Point Loma Nazarene University embraces, as a covenant, the commitment to excellence within a dynamic Christian environment in which each one will engage in the sacred work of nursing. This sacred work involves symbolically removing one's shoes in service of others.

*Take off your sandals for the place you are standing is holy ground. Exodus 3:5 (NIV)*

## **Administration**

Graduate Program Director: Larry Rankin, Ph.D., R.N., C.N.E.

Dean: Barbara J. Taylor, Ph.D., R.N.

## **Doctor**

### **Nursing, Doctor of Nursing Practice**

#### **Program Learning Outcomes**

*Candidates who complete the Doctor of Nursing Practice program will be able to:*

- *Inquire Faithfully:* The graduate will demonstrate knowledge, skill and behavior of the evidence based practice of nursing which integrates growth in reasoning, analysis, decision-making, and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and the nursing process.
- *Care Faithfully:* The graduate will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.
- *Communicate Faithfully:* The graduate will actively engage in the dynamic interactive process that is intrapersonal and interpersonal with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication conveys information, thoughts, actions and feelings through the use of verbal and nonverbal skills.
- *Follow Faithfully:* Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work". The graduate will integrate the ordinary work by complying with and adhering to regulatory and professional standards (e.g. ANA Code of Ethics, the California Board of Registered Nursing Scope of Nursing Practice, SON Handbook). This includes taking responsibility, being accountable for all actions and treating others with dignity.
- *Lead Faithfully:* The graduate will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g. illness, injustice, poverty). The graduate will role-model the need for "Sabbath Rest" as a means of personal renewal, and true care of self, so that service to others is optimally achieved. The graduate will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, discernment.

#### **Program Eligibility for Doctor of Nursing Practice**

Admission to the program is based on an overall appraisal of the applicant's ability to undertake doctoral study and their contributions to the discipline of nursing as evidenced by the following:

- Documentation of active RN license,
- Official transcripts,
- Minimum grade point average of 3.200 (MSN),
- Curriculum Vitae or Resume,
- Current employment in nursing or at least 1 year of full time nursing practice in the last 5 years,

- Three (3) professional letters of recommendation,
- A typed statement identifying a change of practice issue related to professional goals,
- Example of scholarly work (e.g. work related presentation or project, paper from prior educational endeavors, professional presentation: published document, power point or poster), and
- A completed application form and fee.

### ***English Language Requirements***

A satisfactory command of the English language is required for admission to the Graduate School of Nursing. All applicants whose native language is not English, must meet this requirement-including international applicants, permanent residents, immigrants, and transfer students who are not citizens of the United States on the date of admission. A Test of English as a Foreign Language (TOEFL) is the measure of competency. The test must have been taken within the past two years with minimum scores of:

- 550 for the paper-based test, and
- 80 for the internet-based test with a minimum section requirement score of 20 in reading, listening, speaking, and writing. Only the following countries are exempt from proof of English proficiency: Australia, Canada, Ireland, United Kingdom, and New Zealand.

### ***Other Provisions***

To satisfy the requirement of the university's clinical agencies, upon acceptance into the program students are required to provide copies of the following documentation:

- Current licensure as a registered nurse;
- Current Healthcare Provider CPR certificate from the American Heart Association;
- Completed School of Nursing Health Form Packet with officially documented proof of immunizations;
- Current TB screening upon admission into the program (2 step process);
- Current HIPAA certificate;
- Infection Control Module; and
- Background check and drug screening (failure to pass this may result in an inability to complete the program).

Per agreement with the San Diego Nursing Service Education consortium and affiliated hospitals, a background check and drug screening is required prior to the student's first clinical experience. If a red flag occurs from either the background check or drug screening, this may result in immediate dismissal from the program.

## **Academic Performance**

### **Satisfactory Academic Performance**

Satisfactory academic performance is defined as meeting all of the following:

- letter grade of "B-" (81%) or higher in all required theory and elective courses.
- grade of "Credit" in all clinical residency courses.
- minimum GPA of 3.000 on a 4.000 scale in all required courses.

### **Repeatability and Academic Status Progression**

***Satisfactory completion of all courses is required in the DNP program of study.***

Students must repeat any course in which they fail to receive a minimum grade of "B-" or "Credit." If a course must be repeated, the following requirements will apply:

- A required theory or elective DNP course may be repeated only once.
- No more than two total required theory or elective DNP courses may be repeated.
- ***Student may not continue with any academic or clinical coursework*** until notified by the Program Director of their status in the School of Nursing.

Students should refer to the Graduate and Professional Studies Handbook for academic status progression policy (e.g., probation and dismissal).

## Academic Honesty

***In matters related to integrity***, such as those listed below, students may be placed on ***probation*** by the SON graduate faculty or be recommended to the Vice Provost for Academic Administration for ***dismissal*** from the program:

- inappropriate clinical judgment (e.g. SON policy violation, HIPAA violations);
- violation of Academic Honesty;
- other situations that compromise the PLNU University Student Conduct policy (refer to the Graduate and Professional Studies Student Handbook) or the School of Nursing Values and policies (refer to the School of Nursing Graduate Student Handbook), such as the ANA Code of Ethics CA Nurse Practice Act.

## Graduation Requirements

In order to earn and receive the Doctor of Nursing Practice degree, in addition to successful completion of all didactic course work, the student must satisfy all of the following:

- Complete a total of 1,000 hours of clinical residency (documented clinical hours achieved in an DNP advance practice role will be included);
- Implement and defend a DNP Project-examples of this include: Quality Improvement project at the unit or organization level;
- A minimum grade point average of 3.000;
- A minimum grade of B- in all courses; (Students needing to repeat more than one course may not progress and may be dismissed from the program)
- Deliver a professional presentation of DNP Project in a community forum;
- Submission of a manuscript for publication in a peer-reviewed journal; and
- All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Required Courses

- GNSG 7001A - Introduction to Statistics and Data Analysis (1)
- GNSG 7001B - Applied Statistics and Data Analysis (2)
- GNSG 7003 - Healthcare Policy Leadership (2)
- GNSG 7005 - Informatics (2)
- GNSG 7007 - Project Management (2)
- GNSG 7008 - Healthcare Leadership Perspectives (2)
- GNSG 7020 - Translating Research into Practice (3)
- GNSG 7022 - Evidence Based Practice Methods (3)
- GNSG 7030 - Writing Strategies for the Doctor of Nursing Practice (1)
- GNSG 7040 - Writing for Publication in Doctoral Education (1)

- GNSG 7041 - Special Topics (1-3)  
*One course option per year for a total of 4 units for the program.*
- GNSG 7058-7069L - DNP Clinical Residency (12) *taken in one-unit increments*
- GNSG 7080 - Context of Practice, Populations and Outcomes Management (2)
- GNSG 7090 (A,B,C,D) - Doctor of Nursing Practice Project (6)

DNP total units: 40-42

## Nurse Faculty Loan Program (NFLP)

Student recipients of Nurse Faculty Loan Program (NFLP) funds must additionally complete one of the following Graduate Education courses:

- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6030 - Assessment and Design of Hybrid and On-Line Learning (3)
- GED 6037 - Development and Implementation of Hybrid and On-line Learning (3)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6070 - Applied Psychology of Learning (3)
- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GEL 6005 - Organizational and Systems Leadership (3)

## Masters

### Nursing, Master of Science in Nursing

#### Program Description

The Master of Science in Nursing program at Point Loma Nazarene University is accredited by the Commission on Collegiate Nursing Education and approved by the California Board of Registered Nurses. The program is designed for working professionals with classes held one to two nights per week and some Saturdays. Clinical Nurse Specialist options are available in the following areas:

- Adult/Gerontology Nursing
- Pediatric Nursing
- Family/Individual Health

There is also an option to obtain an MSN with a specialized concentration in education or business. Eight units of specialized coursework must be taken in either education or business for the concentration option. The MSN is designed to provide the Registered Nurse with an MSN in preparation for roles in leadership/management or education. The MSN degree without specialization is an interdisciplinary degree. Depending on which degree concentration is selected, nurses may be prepared for the following positions: adjunct professor, clinical nurse educator, staff developer, unit based educator, patient education coordinator, magnet coordinator, nurse manager, nurse lead, nursing supervisor, nursing project manager, quality manager, quality improvement coordinator, or case manager.

#### Program Learning Outcomes

*Candidates who complete the Master of Science in Nursing program will be able to:*

- ***Inquire Faithfully:*** The student will demonstrate knowledge, skill, and behavior of the evidence-based practice of nursing which integrates growth in reasoning, analysis, decision-making, and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and the nursing process.
- ***Care Faithfully:*** The student will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.
- ***Communicate Faithfully:*** The student will actively engage in the dynamic interactive process, both intrapersonal and interpersonal, with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication which conveys information, thoughts, actions, and feelings through the use of verbal and nonverbal skills.
- ***Follow Faithfully:*** The student will integrate the ordinary work\* by complying with and adhering to regulatory and professional standards (e.g., American Nurses Association Code of Ethics, The California Board of Registered Nursing, Scope of Nursing Practice, PLNU School of Nursing Handbook). This includes taking responsibility, being accountable for all actions, and treating others with respect and dignity.
- ***Lead Faithfully:*** The student will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g., illness, injustice, poverty). The student will model the need for "Sabbath Rest" as a means of personal renewal, and true care of self, so that service to others is optimally achieved. The student will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, and discernment.

\*Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work."

## Program Eligibility Master of Science in Nursing (M.S.N.)

### **Registered Nurse (R.N.) Entry Without Bachelor of Science in Nursing Degree (B.S.N.)**

- An Associate Degree in Nursing (ADN) or equivalent degree from a National League for Nursing (NLN), Commission on Collegiate Nursing Education (CCNE) or regionally accredited program (i.e., WASC);
- Current California licensure as a registered nurse;
- At least one year of continuous full-time nursing experience in a United States healthcare facility within the previous five years; current employment strongly recommended;
- Official transcripts from previous colleges and universities. All foreign transcripts must have a course by course evaluation by World Education Services or another member of the National Association of Credential Evaluation Services that includes a degree equivalency and GPA;
- A college grade-point average of 3.000 (candidates with a grade-point average of 2.700 to 2.999 may be considered under the Exceptions Policy - see Admission Requirements and Procedures, Admission under Exception);
- A completed university application (available on the website);
- Two professional recommendations (professional recommendation form available on the website);
- A completed School of Nursing graduate program application;
- A personal essay of 250 words demonstrating graduate level writing skills and the importance of graduate study to the applicant;
- An interview with the graduate nursing selection committee;
- Basic computer literacy which includes knowledge of Explorer, Word, Outlook, PowerPoint, APA, and the ability to perform an Internet database search.
- A BSN is not granted.

### **Registered Nurse (R.N.) with a Bachelor of Science in Nursing (B.S.N.)**

- A Bachelor of Science in Nursing degree from a National League for Nursing (NLN) or Commission on Collegiate Nursing Education (CCNE) or regionally accredited program (i.e., WASC);
- Current California licensure as a registered nurse;
- At least one year of continuous full-time nursing experience in a United States healthcare facility within the previous five years; current employment strongly recommended;;
- Official transcripts from previous colleges and universities. All foreign transcripts must have a course by course evaluation by World Education Services or another member of the National Association of Credential Evaluation Services that includes a degree equivalency and GPA;
- An undergraduate grade-point average of 3.000 (candidates with a grade-point average of 2.700 to 2.999 may be considered under the exceptions policy - see below);
- A completed university application (available on the website);
- Two professional recommendations (use professional recommendation form on the website);
- A completed School of Nursing graduate program application;
- A personal essay of 250 words demonstrating graduate level writing skills and the importance of graduate study to the applicant;
- An interview with the graduate nursing selection committee;
- Basic computer literacy which includes knowledge of Explorer, Word, Outlook, PowerPoint, and the ability to perform an internet database search; and
- Completion of baccalaureate courses in nursing research, statistics, nursing leadership, and community health nursing.

## **English Language Requirements**

A satisfactory command of the English language is required for admission to the Graduate School of Nursing. All applicants whose native language is not English, must meet this requirement - including international applicants, permanent residents, immigrants, and transfer students who are not citizens of the United States on the date of admission. A Test of English as a Foreign Language (TOEFL) is the measure of competency. The test must have been taken within the past two years with minimum scores of:

- 550 for the paper-based test
- 80 for the internet- based test with a minimum section requirement score of 20 in reading, listening, speaking, and writing. Only the following countries are exempt from proof of English proficiency: Australia, Canada, Ireland, United Kingdom, and New Zealand.

## **Other Provisions**

To satisfy the requirements of the university's clinical agencies, upon acceptance into the program students are required to provide copies of the following documentation:

- Current California licensure as a registered nurse;
- Current Healthcare Provider CPR certificate from the American Heart Association;
- Completed School of Nursing Health Form Packet with officially documented proof of immunizations;
- Current TB screening upon admission into the program (2 step process);
- Current HIPAA certificate;
- Infection Control Module; and
- Background check and drug screening (failure to pass this may result in an inability to complete the program).

Per agreement with the San Diego Nursing Service Education consortium and affiliated hospitals, a background check and drug screening is required prior to the student's first clinical experience. If a red flag occurs from either the background check or drug screening, this may result in immediate dismissal from the program.

**NOTE for non-enrolled students taking graduate courses:** we recommend allowing non-Bachelor prepared students to take 5000-level classes and Bachelor prepared students to take 6000-level classes that do not have the clinical component.

## Exceptions Policy

Applicants who do not meet the above eligibility standards, but who can demonstrate an exceptionally rich experiential background and/or demonstrate dramatic change in academic performance, may petition the School of Nursing to review their status (see Admission Requirements and Procedures, Admission under Exception).

## Academic Performance

### Satisfactory Academic Performance

Satisfactory academic performance is defined as meeting all of the following:

- letter grade of "B-" (81%) or higher in all required theory and elective courses.
- grade of "Credit" in all clinical residency courses.
- minimum GPA of 3.000 on a 4.000 scale in all required courses.

### Repeatability and Academic Status Progression

***Satisfactory completion of all courses is required in the MSN program of study.***

Students must repeat any course in which they fail to receive a minimum grade of "B-" or "Credit." If a course must be repeated, the following requirements will apply:

- A required theory or elective MSN course may be repeated only once.
- No more than two total required theory or elective MSN courses may be repeated.
- ***Student may not continue with any academic or clinical coursework*** until notified by the Program Director of their status in the School of Nursing.

Students should refer to the Graduate and Professional Studies Handbook for academic status progression policy (e.g., probation and dismissal).

### Academic Honesty

***In matters related to integrity***, such as those listed below, students may be placed on ***probation*** by the SON graduate faculty or be recommended to the Vice Provost for Academic Administration for ***dismissal*** from the program:

- inappropriate clinical judgment (e.g. SON policy violation, HIPAA violations);
- violation of Academic Honesty;
- other situations that compromise the PLNU University Student Conduct policy (refer to the Graduate and Professional Studies Student Handbook) or the School of Nursing Values and policies (refer to the School of Nursing Graduate Student Handbook), such as the ANA Code of Ethics CA Nurse Practice Act.

## Graduation Requirements

In order to earn and receive a Master of Science in Nursing degree, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online);

2. Completion of the approved graduate program, including a comprehensive exam.
  - 38-39 units for B.S.N. entry
  - 49-50 units for R.N. entry
3. A cumulative grade-point average of 3.000 or higher. A minimum grade of B- is required to progress in the program. Students needing to repeat more than two courses may not progress in the program and may be dismissed; and
4. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.
5. All Comprehensive Exams must be submitted within 1 year from when the exam was originally due. Failure to meet this requirement will result in dismissal from the program.
6. All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

### Core Courses for R.N. to M.S.N.

For those entering the program with an R.N. (without a B.S.N.), the three (3) courses below must be successfully completed before advancement in the M.S.N. GNSG 6000-level courses. The courses must be taken in order and outside transfer is not accepted. These courses are not required for those entering with a B.S.N.

- GNSG 5001 - Writing and Research (3)
- GNSG 5045 - RN-MSN Transition I (4)
- GNSG 5046 - RN-MSN Transition II (4)

Total: 11 Units

### Core Courses (Required for All M.S.N. Students)

All 6000-level GNSG coursework, with the exception of GNSG 6007, MUST be completed before beginning GNSG 6095A. GNSG 6007 may be taken concurrently with GNSG 6095A.

GNSG 6022 must be successfully completed during the semester immediately prior to GNSG 6095A. If GNSG 6022 has been successfully completed in an earlier semester for credit, then GNSG 6022 must be audited during the semester immediately prior to GNSG 6095A.

- GNSG 6002 - Following Faithfully: Servant Leadership (2)
- GNSG 6005 - Advanced Assessment and Health Promotion Across the Lifespan (2.5)
- GNSG 6005L - Advanced Assessment and Health Promotion Across the Lifespan Practicum (0.5)
- GNSG 6006 - Advanced Pathophysiology (3)
- GNSG 6007 - Advanced Pharmacology (3)
- GNSG 6020 - Research Inquiry and Theory (3)
- GNSG 6022 - Evidence Based Practice Process (2)
- GNSG 6095A - Comprehensive Exam A (.5)
- GNSG 6095B - Comprehensive Exam B (.5)
- GED 6070 - Applied Psychology of Learning (3)

*Required of all students not pursuing a CNS additional option.*

- GNSG 6020L - Research Inquiry and Theory Practicum (0.5)
- GNSG 6030 - Educating Nurses for Radical Transformation (3)
- GNSG 6030L - Educating Nurses for Radical Transformation Practicum (0.5)

## Master of Science in Nursing

To complete the master's degree without a specialization, the candidate will select 14-15 units from the following courses to "build" a program to fulfill their professional goals. If a concentration in Business or Education is desired, a minimum of eight of these 14-15 units must be from BUS, GED (Graduate Education), or Graduate Nursing equivalent courses specific to the desired concentration.

- BUS 6045 - Leadership (3)
- BUS 6050 - Operational Excellence (3)
- BUS 6068 - Project Management Risk, Cost and Program Analysis (3)
- BUS 6078 - Applied Innovation (3)
- BUS 6087 - Healthcare Financial Management (3)
- CMI 6062 - Leadership and Ministry (3)
- CMI 6076 - Christian Mission in Local Contexts (3)
- GED 6016 - Curriculum Development, Innovation, and Evaluation (3)
- GED 6028 - Using Technology to Enhance Teaching and Learning (2)
- GED 6030 - Assessment and Design of Hybrid and On-Line Learning (3)
- GED 6037 - Development and Implementation of Hybrid and On-line Learning (3)
- GED 6041 - Cultural Competence in a Pluralistic Society (3)
- GED 6072 - Philosophy in Education (3)
- GED 6081 - Educational Measurement and Evaluation (3)
- GEL 6005 - Organizational and Systems Leadership (3)

Total M.S.N. units (R.N. entry) 49-50

Total M.S.N. units (B.S.N. entry) 38-39

## Clinical Nurse Specialist Courses

These courses will assist the student in preparing for various aspects involved in the role of the Clinical Nurse Specialist (CNS) based on the spheres of influence and clinical specialty. An overview of advanced practice roles and their implementation and utilization in health care systems will be explored. The investigation of issues and trends related to quality, legislation, policy, and reimbursement as they affect advanced nursing practice will be emphasized.

The CNS Role practicum hours will allow the student to apply and master the role of the CNS within a variety of specialty specific clinical settings. A foundation of 500 clinical hours are acquired.

- GNSG 6000 - CNS Role Acquisition (2)
- BUS 6087 - Healthcare Financial Management (3) **OR** Graduate Nursing equivalent course
  
- GNSG 6024 - Adult/Gerontology Nursing CNS Role Acquisition (2)
- GNSG 6024B - Adult Gerontology Theory: Prevention, Wellness Across the Continuum (Optional for A/G National Certification) (2)
- GNSG 6024L - Adult/Gerontology Practicum (1-3) (12 units required)
  
- GNSG 6025 - Pediatric Nursing CNS Role Acquisition (2)
- GNSG 6025L - Pediatrics Role Practicum (1-3) (12 units required)

- GNSG 6026 - Family/Individual Health Nursing CNS Role Acquisition (2)
- GNSG 6026L - Family/Individual Health Role Practicum (I-3) (12 units required)

Total Required Clinical Hours for M.S.N. with CNS (500)

Total M.S.N. with CNS (R.N. entry): 50 units

Total M.S.N. with CNS (B.S.N. entry): 39 units

## Certificate

### Post-M.S.N. Clinical Nurse Specialist Certificate

#### Program Overview

The Post-M.S.N. Certification programs are designed to prepare the student to assume the role of Clinical Nurse Specialist. The program is designed for working professionals. Classes are held one to two nights per week and some Saturdays. Clinical Nurse Specialist options are available in the following areas:

- Adult/Gerontology Nursing
- Pediatric Nursing
- Family/Individual Health

#### Program Learning Outcomes

*Candidates who complete the Post-M.S.N. Certification programs will be able to:*

- ***Inquire Faithfully:*** The student will demonstrate knowledge, skill and behavior of the evidence-based practice of nursing which integrates growth in reasoning, analysis, decision-making and the application of theory with the goal of advocating for others and/or self. This includes holistic nursing skills and the nursing process.
- ***Care Faithfully:*** The student will embrace a calling to the ministry of compassionate care for all people in response to God's grace, which aims to foster optimal health and bring comfort in suffering and death.
- ***Communicate Faithfully:*** The student will actively engage in the dynamic interactive process that is intrapersonal and interpersonal with the goal of advocating for others and/or self. This includes effective, culturally appropriate communication which conveys information, thoughts, actions and feelings through the use of verbal and nonverbal skills.
- ***Follow Faithfully:*** The student will integrate the ordinary work\* by complying with and adhering to regulatory and professional standards (e.g., ANA Code of Ethics, The California Board of Registered Nursing, Scope of Nursing Practice, SON Handbook). This includes taking responsibility, being accountable for all actions and treating others with respect and dignity.
- ***Lead Faithfully:*** The student will incorporate a foundational relationship with Christ and others and embrace a willingness to serve others in the midst of life circumstances (e.g., illness, injustice, poverty). The student will role-model the need for "Sabbath Rest" as a means for personal renewal, and true care of self, so that service to others is optimally achieved. The student will incorporate the characteristics of a servant leader including: humility, courage, forgiveness, discernment.

\*Defined as claiming the challenge from Florence Nightingale that nursing is a "divine imposed duty of ordinary work."

## Program Eligibility for the Post-M.S.N. Certification

- M.S.N. degree from a National League for Nursing (NLN) or Commission on Collegiate Nursing Education (CCNE) or regionally accredited program (i.e., WASC);
- Current California licensure as a registered nurse;
- At least one year of continuous full-time nursing experience in a United States healthcare facility within the previous five years; current employment strongly recommended;
- Official transcripts - B.S.N. and M.S.N. All foreign transcripts must have a course by course evaluation by World Education Services or another member of the National Association of Credential Evaluation Services that includes a degree equivalency and GPA;
- A completed university application;
- Two personal letters of recommendation;
- A completed School of Nursing graduate program application;
- Two professional recommendations;
- A personal essay of 250 words demonstrating graduate level writing skills and the importance of graduate study to the applicant;
- An interview with the graduate nursing selection committee;
- Basic computer literacy which includes knowledge of Explorer, Word, Outlook, PowerPoint, and the ability to perform an internet database search.

## English Language Requirements

A satisfactory command of the English language is required for admission to the Graduate School of Nursing. Applicants, including international applicants, permanent residents, immigrants and transfer students who are not citizens of the United States on the date of admission and whose native language is other than English, must meet this requirement. A test of English as a Foreign Language (TOEFL) is the measure of competency. The test must have been taken within the past two years. The following scores must be met:

- 550 for the paper-based test
- 80 for the internet based test with a minimum section requirement score of 20 in reading, listening, speaking, and writing.

Only the following countries are exempt from proof of English proficiency: Australia, Canada, Ireland, United Kingdom, and New Zealand.

## Other Provisions

To satisfy the requirements of the university's clinical agencies, upon acceptance into the program students are required to provide copies of the following documentation:

- Current California licensure as a registered nurse;
- Current Healthcare Provider CPR certificate from the American Heart Association;
- Completed School of Nursing Health Form Packet with officially documented proof of immunizations;
- Current TB screening upon admission into the program (2 step process);
- Current HIPAA certificate;
- Infection Control Module; and
- Background check and drug screening (failure to pass this may result in an inability to complete the program)

Per agreement with the San Diego Nursing Service Education consortium and affiliated hospitals, a background check and drug screening is required prior to the student's first clinical experience. If a red flag occurs from either the background check or drug screening, this may result in immediate dismissal from the program.

## Completion Requirements

In order to earn and receive a Post-M.S.N. Clinical Nurse Specialist Certificate, a student must satisfy all of the following:

1. Successful completion of all required program courses.
2. A cumulative grade-point average of 3.000 or higher. A minimum grade of B- is required to progress in the program. Students needing to repeat more than two courses may not progress in the program and may be dismissed; and
3. Payment in full of all tuition, fees, and other financial obligations owed to the university.
4. All requirements for the program must be completed within an eight-year period from the time of initial enrollment in the program.

## Core Courses for Post Master's Clinical Nurse Specialist Students

These courses will assist the student in preparing for various aspects involved in the role of the Clinical Nurse Specialist (CNS) based on the spheres of influence and clinical specialty. An overview of advanced practice roles and their implementation and utilization in health care systems will be explored. The investigation of issues and trends related to quality, legislation, policy, and reimbursement as they affect advanced nursing practice will be emphasized.

The CNS Role practicum hours will allow the student to apply and master the role of the CNS within a variety of specialty-specific clinical settings. A foundation of 500 clinical hours are required.

- GNSG 6000 - CNS Role Acquisition (2)
- GNSG 6005 - Advanced Assessment and Health Promotion Across the Lifespan (2.5)
- GNSG 6005L - Advanced Assessment and Health Promotion Across the Lifespan Practicum (0.5)
- GNSG 6006 - Advanced Pathophysiology (3)
- GNSG 6007 - Advanced Pharmacology (3)

*Select one of the following two courses:*

- BUS 6087 - Healthcare Financial Management (3) **OR** Graduate Nursing equivalent course  
**OR**
- GED 6070 - Applied Psychology of Learning (3)

*Complete one of the following clinical specialty course sets:*

- GNSG 6024 - Adult/Gerontology Nursing CNS Role Acquisition (2)
- GNSG 6024B - Adult Gerontology Theory: Prevention, Wellness Across the Continuum (Optional for A/G National Certification) (2)
- GNSG 6024L - Adult/Gerontology Practicum (1-3)
  
- GNSG 6025 - Pediatric Nursing CNS Role Acquisition (2)
- GNSG 6025L - Pediatrics Role Practicum (1-3)
  
- GNSG 6026 - Family/Individual Health Nursing CNS Role Acquisition (2)
- GNSG 6026L - Family/Individual Health Role Practicum (1-3)

Total Required Clinical Hours (500)

## School of Theology and Christian Ministry

## **Mission Statement**

Graduate programs exist primarily as a response to the need for post-graduate theological education for ministry in the Southwest Educational Region of the Church of the Nazarene served by Point Loma Nazarene University. This graduate program exists in a community of learning and living in covenant to Christ, embodied in a Christian liberal arts context. This offers the strength of rich diversity of various Christian traditions and of critical reflection in the inter-disciplinary relationship of learners and leaders. Therefore, those providing leadership in the program see their task as:

- Preparing both clergy and lay leaders for serving in Christian congregations and related institutions;
- Preparing scholars for higher education in the public realm, the church, and the academy; and
- Enlarging the vision of practical theology and Christian mission as a public enterprise, responding to the increasingly complex theological, ethical, and socio-political issues facing the worlds of the present and the future.

## **Administration**

Dean: Mark Maddix, Ph.D.

Program Director Master of Arts in Christian Ministry: Mark Maddix, Ph.D.

Program Director Maestría de Artes en Ministerio Cristiano: Jonathan Salgado, Ph.D

## **Courses Designed for the Graduate Level**

Courses numbered at the 4000 undergraduate level in the School of Theology and Christian Ministry may be approved as electives by the program director. Graduate students taking such courses must meet higher qualitative and quantitative standards in order for the course to qualify for graduate credit. Course content areas cannot be repeated between a student's undergraduate and graduate programs.

## **School of Theology and Christian Ministry Courses**

Students may not receive graduate credit for a similarly titled course from an undergraduate program.

## **Masters**

### **Maestría de Artes en Ministerio Cristiano**

#### **Declaración de la Misión**

Los programas de posgrado existen principalmente como una respuesta a la necesidad de educación teológica superior para el ministerio en la región educativa del suroeste de la iglesia del Nazareno, a la cual sirve la Universidad Nazarena de Point Loma.

Este programa existe en el contexto de una comunidad educativa comprometida a vivir en pacto con Cristo y dentro del marco cristiano de artes liberales. Esto provee la fuerza de una rica diversidad de varias tradiciones cristianas, de reflexión crítica y de una relación interdisciplinaria de estudiantes y líderes.

Por lo tanto, los líderes en el programa ven como su tarea:

- La preparación de clérigos y líderes laicos para servir en congregaciones cristianas y en instituciones relacionadas;

- La preparación de eruditos para la educación superior en el ámbito público, en la iglesia y en la academia; y
- Ampliar la visión de la teología práctica y misión cristiana en la vida pública, respondiendo a los cada vez más complejos problemas teológicos, éticos y socio-políticos que se enfrentan a los mundos del presente y del futuro.

## Descripción del Programa

El programa de Maestría de Artes en Ministerio Cristiano está diseñado para servir y dar cabida a los estudiantes que viven lejos (a menudo debido a asignaciones ministeriales). Se ofrecen cursos intensivos de ocho semanas en línea intercalando clases presenciales cuatro sábados por curso.

Los estudiantes deben comprometerse a completar discusiones en línea, asignaciones de lectura y trabajos escritos. El plan de estudios tiene un fuerte énfasis en rigor académico (preparación para la posible continuación de estudios de posgrado) y en el Ministerio práctico. Este programa se ofrece tanto en inglés como en español.

El programa está diseñado alrededor de cuatro énfasis centrales que se destacan en los cursos básicos:

- Formación Cristiana
- Escrituras Cristianas
- Iglesia en misión
- Tradición Cristiana

Antes de la terminación de las treinta y seis (36) unidades requeridas para la Maestría de Artes en Ministerio Cristiano, los estudiantes tendrán la opción de solicitar a la oficina de registro de PLNU que el título no sea conferido, permitiendo así que el número máximo de unidades pueda ser utilizado para la terminación del grado de Maestría den Divinidades, como se indica en el acuerdo de asociación entre PLNU y el Seminario Teológico Nazareno.

## Declaración de la Visión

El propósito de esta titulación es proporcionar un programa de competencias académicas y profesionales del ministerio basado en las disciplinas teológicas clásicas y comprometidas con la vida contemporánea, que resulte en habilidades de liderazgo en la formación del carácter en las comunidades cristianas. El resultado deseado es la integración de la teología y el ministerio que culmine en graduados que sean "pensadores prácticos y practicantes pensantes." El programa se basa en requisitos básicos universitarios y experiencia profesional, y provee una educación con miras a la formación continua permanente.

## Objetivos de Aprendizaje del Programa

*Los estudiantes que completen exitosamente la Maestría de Artes en Ministerio Cristiano de PLNU será capaces de:*

- Incorporar formación cristiana en la congregación local y en la vida personal;
- Interpretar las Escrituras especialmente en relación con la predicación y la enseñanza en la iglesia local;
- Explicar la naturaleza, la misión y el contexto social de la iglesia, especialmente en lo que se refiere a prácticas eclesiológicas y el liderazgo del pastor en la congregación local; y
- Analizar la teología, ética e historia de la iglesia, especialmente en relación con la tradición Wesleyana en el ministerio contemporáneo.

## Elegibilidad para el programa de Maestría de Artes en Ministerio Cristiano

- Poseer un título de bachillerato de una institución acreditada o su equivalente;
- Completar la solicitud para la admisión al programa;
- Transcripciones o expedientes oficiales indicando grado académico aprobado;

- Entrevista con el director del programa de Maestría de Artes en Ministerio Cristiano; y
- Una muestra de trabajo escrito, que incluya una declaración de compromiso con valores cristianos y con la excelencia académica.

## Requisitos Previos

- Haber completado un grado académico aceptable de una institución acreditada, además de un año de ministerio cristiano de tiempo completo en un entorno eclesiástico.
- Los estudiantes deben leer cuidadosamente el Reglamento general de admisión a un programa de postgrado en Point Loma Nazarene University y los requisitos básicos para obtener títulos de posgrado que aparecen en este Catálogo.

## Requisitos de Graduación

Para obtener y recibir una Maestría en Artes en el Ministerio Cristiano, el estudiante debe cumplir con todo lo siguiente:

1. Completar la solicitud para candidatura de grado (en línea o en la oficina de registro del campus principal);
2. Completar una solicitud de graduación completa con aprobaciones apropiadas;
3. Haber completado satisfactoriamente todos los requisitos de los cursos base (12 unidades) y un mínimo de 24 unidades en PLNU;
4. Finalizar un mínimo de 36 unidades (incluyendo cursos básicos);
5. Tener un promedio de 2.750 o superior; y
6. Pago completo de todas las matrículas, tarifas, y otras obligaciones financieras adeudadas a la universidad, incluyendo la tarifa de graduación.

Todos los requisitos para posgrados deben completarse dentro de un período de ocho años a partir de la fecha de inscripción en el programa.

## Cursos Requeridos

Los cursos requeridos para la Maestría de Artes en Ministerio Cristiano son los siguientes:

- BIB 6035S - Estudio de las Sagradas Escrituras (3)
- BIB 6037S - Interpretando las Sagradas Escrituras (3)
- CHU 6052S - Tradición Cristiana (3)
- CMI 6012S - Formación Cristiana (3)
- CMI 6022S - Predicando y Enseñando las Sagradas Escrituras (3)
- CMI 6046S - La Iglesia en Misión (3)
- CMI 6062S - Liderazgo y Ministerio (3)
- CMI 6076S - La Misión Cristiana en Contextos Locales (3)
- CMI 6077S - Discipulado y Formación Congregacional (3)
- CMI 6078S - Consejería y Cuidado Pastoral (3)
- PHL 6011S - Ética Cristiana (3)
- THE 6072S - Teología Wesleyana y Ministerio Contemporáneo (3)

**Total: 36 unidades**

## Créditos Transferibles

Los estudiantes pueden transferir hasta seis (6) unidades aprobadas así:

1. Transferencia de cursos tomados en el Seminario Teológico Nazareno\*;
2. Transferencia de cursos de un programa de posgrado acreditado;
3. Referencia cruzada de cursos tomados en la Escuela de Teología y Ministerio Cristiano; o
4. Registro en CMI 6090S.

\*Los estudiantes que transfieran unidades del Seminario Teológico Nazareno podrán hacerlo hasta el límite aprobado por el Comité de Estudios de Posgrado y especificado en el convenio entre PLNU y NTS.

## **Master of Arts in Christian Ministry**

### **Mission Statement**

Graduate programs exist primarily as a response to the need for post-graduate theological education for ministry in the Southwest Educational Region of the Church of the Nazarene served by Point Loma Nazarene University. This graduate program exists in a community of learning and living in covenant to Christ, embodied in a Christian liberal arts context. This offers the strength of rich diversity of various Christian traditions and of critical reflection in the inter-disciplinary relationship of learners and leaders. Therefore, those providing leadership in the program see their task as:

- Preparing both clergy and lay leaders for serving in Christian congregations and related institutions;
- Preparing scholars for higher education in the public realm, the church, and the academy; and
- Enlarging the vision of practical theology and Christian mission as a public enterprise, responding to the increasingly complex theological, ethical, and socio-political issues facing the worlds of the present and the future.

### **Program Description**

The Master of Arts in Christian Ministry program is designed to educate and accommodate students who live at a distance (often in ministry assignments). Courses are offered in one week intensives or during weekends. Students are expected to engage in completing online discussions, reading assignments, and writing term papers as part of the hybrid classes. The curriculum has a strong emphasis on both academic rigor (preparation for possible continuation of graduate studies) and practical ministry. This program is offered in English and Spanish.

The degree is designed around four central emphases which are highlighted in the core courses:

- Christian Formation
- Christian Scripture
- Church in Mission
- Christian Tradition

Prior to completion of the thirty-six (36) required units for the PLNU Master of Arts in Christian Ministry degree, students will have the option to request of the Office of Records that the PLNU degree not be posted, allowing the maximum number of units to be utilized toward the completion of the Master of Divinity degree as outlined in the partnership agreement between PLNU and Nazarene Theological Seminary.

### **Vision Statement**

The purpose of this degree is to provide a program in academic and professional ministry competencies rooted in the classic theological disciplines and engaged with contemporary life, resulting in leadership skills in the formation of character in Christian communities. The desired outcome is the integration of theology and ministry culminating in

graduates who are “practical thinkers and thinking practitioners.” The program builds on basic prerequisites in undergraduate work and professional experience, providing education intended to lead to lifelong learning.

## Program Learning Outcomes

*Students who successfully complete PLNU's Master of Arts in Christian Ministry program will be able to:*

- Incorporate Christian formation in the local congregation and the life of the candidate;
- Interpret scripture especially as related to preaching and teaching in the local church;
- Explain the nature, mission, and social context of the Church, especially as related to ecclesial practices and leadership of the pastor in the local congregation; and
- Analyze theology, ethics, and Church history, especially as related to the Wesleyan tradition in contemporary ministry.

## Program Eligibility for the Master of Arts in Christian Ministry

- Completion of a baccalaureate degree from an accredited institution or the equivalent;
- A completed application for admission to the program;
- Official transcripts indicating an approved undergraduate degree;
- An interview with the director of the Master of Arts in Christian Ministry program; and
- A writing sample which includes a statement of commitment to Christian values and to excellence in scholarship.

## Prerequisites

- Completion of an acceptable undergraduate degree from an accredited institution plus the completion of one year of full-time Christian ministry in a local church setting.
- Students should read carefully the general regulations concerning admission to a graduate program at Point Loma Nazarene University and the basic requirements for graduate degrees that appear in this Graduate Catalog.

## Graduation Requirements

In order to earn and receive a Master of Arts in Christian Ministry, a student must satisfy all of the following:

1. A completed Application for Degree Candidacy (online or in the Office of Records, main campus);
2. A completed graduation application with appropriate approvals;
3. Successful completion of all core course requirements (12 units) and a minimum of 24 units total units completed at PLNU;
4. Completion of a minimum of 36 units (including core courses);
5. Cumulative grade-point average of 2.750 or higher; and
6. Payment in full of all tuition, fees, and other financial obligations owed to the university, including a degree processing fee.

All requirements for graduate degrees must be completed within an eight-year period from the time of initial enrollment in the program.

## Required Courses

The following courses are required for the Master of Arts in Christian Ministry degree.

- BIB 6035 - Christian Scripture (3)
- BIB 6037 - Interpreting Christian Scripture (3)
- CHU 6052 - Christian Tradition (3)
- CMI 6012 - Christian Formation (3)
- CMI 6022 - Preaching and Teaching the Scripture (3)
- CMI 6046 - Church in Mission (3)
- CMI 6062 - Leadership and Ministry (3)
- CMI 6076 - Christian Mission in Local Contexts (3)
- CMI 6077 - Congregational Discipleship and Formation (3)
- CMI 6078 - Pastoral Care and Counseling (3)
- PHL 6011 - Christian Ethics (3)
- THE 6072 - Wesleyan Theology and Contemporary Ministry (3)

Total: 36 Units

## Transfer Credit

Students can transfer up to six (6) approved units from the following:

1. transfer of coursework from Nazarene Theological Seminary\*;
2. transfer of approved graduate-level course work;
3. cross-referenced graduate-level course work in the School of Theology and Christian Ministry; or
4. registration in CMI 6090 Special Studies.

\*Students transferring units from Nazarene Theological Seminary may do so up to the limit approved by the Graduate and Extended Studies Committee and specified in the partnership agreement between PLNU and NTS.

## Course Information

Students may not receive graduate credit for a similarly titled course from an undergraduate program

- Course Offerings and Class Schedules
- Course Numbering System
- Prerequisite/Co-Requisite

## Admin Services

Administrative Services Credential Courses

## GED 7001A-D - Individualized Coaching and Induction Plan 1

*A-D for 1 unit each*

This course includes the development of an Individualized Induction Plan, utilizing assessments of leadership competency as well as the rubrics from Moving Leadership into Every Day Work: Descriptions of Practice (WestEd, 2003). Twenty-five hours of individualized coaching based on the California Professional Standards for Educational Leaders (CPSELs) is provided to the candidate. Credit/No Credit.

## **GED 7002A-D - The California Professional Standards for Educational Leaders: Inquiry Modules 1**

*A-D for .5 unit each*

These .5 unit modules are developed around the California Professional Standards for Educational Leaders (CPSELs); practicing administrators complete a site based inquiry in each of the six standards.

1. Development and Implementation of a Shared Vision
2. Instructional Leadership
3. Management and Learning Environment
4. Family and Community Engagement
5. Ethics and Integrity
6. External Context Policy

Credit/No Credit.

## **GED 7003A-D - Individualized Coaching and Induction Plan 2**

*A-D for 1 unit each*

This course includes the development of an Individualized Induction Plan, utilizing assessments of leadership competency as well as the rubrics from *Moving Leadership into Every Day Work: Descriptions of Practice* (WestEd, 2003). Twenty-five hours of individualized coaching based on the California Professional Standards for Educational Leaders (CPSELs) is provided to the candidate. Credit/No Credit.

## **GED 7004A-D - The California Professional Standards for Educational Leaders: Inquiry Modules 2**

*A-D for .5 units each*

These .5 unit modules are developed around the California Professional Standards for Educational Leaders (CPSELs); practicing administrators complete a site based inquiry in each of the six standards.

1. Development and Implementation of a Shared Vision
2. Instructional Leadership
3. Management and Learning Environment
4. Family and Community Engagement
5. Ethics and Integrity
6. External Context Policy

Credit/No Credit.

## **Athletic Training**

### **ATR 6000 - Seminar in Athletic Training**

*(1)*

This course is designed to introduce the athletic training student to the athletic training program and the resources available during their 1st and 2nd year experience. During this course students will be exposed to the resources in the PLNU library as well as professional development tools (Myers Briggs/Strengths Quest.) Selected topics pertinent to the field of athletic training and applicable to all levels of the athletic training major are presented. Course includes student presentations, guest speakers, faculty speakers and topics that are not covered in other courses in the curriculum.

## **ATR 6005 - Research Methods and Statistical Techniques for Clinical Decision Making in Sports Medicine**

*(3)*

This course will explore the variety in research design and statistics commonly used in clinical research, further developing student analytical skills needed to support professional evidence-based practice in athletic training. Students will evaluate the merit and relevance of published research to the practice of athletic training from the perspective of experimental methodology and design. This course also provides an overview of statistics including descriptive and inferential statistics and one-way ANOVA. Students should have a basic understanding of conducting library and Internet information searches prior to taking this course. Students will select a topic of interest related to athletic training, conduct a review of the literature, define a research question, and prepare and present a report to their peers. Students will complete Collaborative Institutional Training Initiative (CITI training).

## **ATR 6007 - Research Project Seminar**

*(1)*

In this course, students begin their research projects and make a formal written presentation. This proposal should contain project idea or problem statement, review of literature and a description of how the project will be conducted. This is a directed study under the supervision of faculty.

## **ATR 6008 - Research Seminar II**

*(1)*

This is the second in the sequence of two research seminar courses. Students will collect data, perform data analysis, and write the results, and discussion sections for their athletic training research projects. Students will revise and refine their final capstone project, develop a presentation, and present their findings. This is directed study under the supervision of a faculty research mentor.

## **ATR 6010 - Therapeutic Interventions**

*(3)*

The purpose of this course is to provide a foundation of therapeutic exercise principles and techniques. The scope is inclusive of approaches applicable to common sports medicine problems. Emphasis will be on clinical decision making to design, implement, and assess a comprehensive rehabilitation plan. Students will be exposed to contemporary and traditional rehabilitation approaches for a variety of conditions. Competency in design, implementation, and assessment of plans of care, while exposing students to a wide variety of therapeutic exercises will be stressed in an integrated laboratory experience.

Corequisite(s): ATR 6010L

## **ATR 6010A - Evidence Practice and Concepts in Sports Medicine**

*(3)*

This course is designed to introduce provide the student with an introduction into the athletic training program. During this course students will be introduced to the major topics in athletic training. Students will also formulate clinical questions and become evidence based practitioners.

## **ATR 6010L - Therapeutic Interventions Laboratory**

*(1)*

This lab provides laboratory time for the practice of exercise techniques and treatment. Students will develop problem-solving skills required in the modification of treatments while treating athletic injury using a case study based approach.

Pre or Corequisite(s): ATR 6010

## **ATR 6011 - Advanced Functional Movement Interventions**

*(3)*

This course and integrated laboratory provides an in-depth study of the musculoskeletal and mechanical aspects of anatomical structures as related to human movement and function. This course will apply physics concepts, tissue responses and adaptations, and human movement concepts in preparation for rehabilitation techniques (such as joint mobilizations), exercise prescription, and for evaluation and recognition of injury. Joint mobilizations will be taught, along with the theory behind and rationale for joint mobilization. Movement of individual joints, kinetic chain and whole body motion will be analyzed. Clinical evaluation of movement (sport and general), posture, and gait will be introduced. Students will be able to evaluate and treat a variety of disorders through the analysis and application of musculoskeletal mechanics, applied neurology, articular function, biomechanical principles within movement, and material/biomechanical properties of biological tissues.

## **ATR 6015 - Therapeutic Agents**

*(2)*

This course is designed to introduce students to the contemporary usage and basic foundation of therapeutic modalities, transmission of energy, infrared, and mechanical therapy. Through lecture, discussion, and laboratory experience, an evidence based approach of musculoskeletal rehabilitation involving therapeutic modalities will be examined.

## **ATR 6015L - Therapeutic Agents Lab**

*(1)*

This course is designed to allow students to apply and integrate their didactic knowledge during a laboratory setting. Students will learn to apply all of the therapeutic agents learned in class to patients in clinical settings.

## **ATR 6020 - Pharmacology for Allied Health Care Professionals**

*(2)*

In-depth study of the pathophysiology and pharmacologic treatment of major illnesses, injuries, and diseases observed in clinical settings. This course is designed for professional phase Athletic Training students.

## **ATR 6050 - Psychology of Sport, Injury and Rehabilitation**

*(3)*

This course addresses a variety of integrated psychosocial topics involving the patient, the health care professional, and

response to injury. Topics include motivation, self confidence, personality traits, emotional response to injury, interpersonal and cross-cultural communication. This course is designed for professional phase Athletic Training students.

### **ATR 6065 - Leadership and Management in Athletic Training**

*(3)*

This course focuses on management, administration, leadership, and professional responsibilities associated with providing health care in an athletic training room, health care facility, and related venues that provide health care to athletes and others involved in physical activities. Topics include athletic training room design, budget, organization and administration of pre-participation physical exams, components of a medical record, regulations, insurance, personnel management.

### **ATR 6070 - Nutrition for Athletic Trainers**

*(2)*

This course discusses the physiological processes of digestion, absorption, and assimilation of food, fluids, nutritional supplements, herbs, and ergogenic aids specific to the energy needs for sports participation and the physically active. Topics include weight loss/gain, body composition, performance, illness, injury, and eating disorders.

### **ATR 6085 - General Medical Conditions and Medical Terminology**

*(3)*

This course addresses general medical disorders and conditions pertaining to sports medicine and inquiries into the latest research of related issues. Topics include etiology, pathology, assessment, and risks associated with common diseases, impairments, and physical disabilities within the athletic population.

### **ATR 6087 - Evidence Based Orthopedic Assessment of the Lower Extremity**

*(3)*

This course addresses evaluation techniques and care for musculoskeletal injuries to the lower extremities for graduate-level athletic training students. The student must integrate knowledge of anatomical structures, physiology principles and evaluative techniques to provide a basis for evidence based critical decision-making in an injury management environment.

### **ATR 6087L - Evidence Based Orthopedic Assessment of the Lower Extremity Laboratory**

*(1)*

This course is designed to provide students with a comprehensive hands on approach to injury evaluation and assessment of lower extremity pathologies. During this lab students will learn and begin to develop a systematic approach to injury evaluation. Students will learn special testing and injury evaluation techniques.

Pre or Corequisite(s): ATR 6087

## **ATR 6088 - Evidence Based Orthopedic Assessment of the Spine and Upper Extremity**

*(3)*

This course addresses evaluation techniques and care for musculoskeletal injuries to the upper extremities and spine for graduate-level athletic training students. The student must integrate knowledge of anatomical structures, physiology principles and evaluative techniques to provide a basis for decision-making using the current evidence in an injury management environment.

Concurrent: ATR 6088L

## **ATR 6088L - Evidence Based Orthopedic Assessment of the Spine and Upper Extremity Laboratory**

*(1)*

This course is designed to provide students with a comprehensive hands on approach to injury evaluation and assessment of upper extremity and spinal pathologies. During this lab students will learn and begin to develop a systematic approach to injury evaluation. Students will learn special testing and injury evaluation techniques.

Corequisite(s): ATR 6088

## **ATR 6090 - Clinical Internship I**

*(3)*

This course is the first of five required athletic training clinical education courses. Athletic training students will be evaluated on clinical integration proficiency of knowledge, skills, and abilities including: general health and fitness assessment; environmental conditions assessment; recognition of emergencies and acute injury care; and professional communication and documentation strategies. Additionally, students will be expected to build upon their acquired knowledge to actively engage in facilitated integration of skills and abilities covered in the curriculum. Students will be assigned to clinical education experiences under the direct supervision of a preceptor. Students will explore evidence-based practice and reflect upon their clinical experiences to facilitate critical thinking and clinical decision making skills development. Students must complete a minimum 200 and a maximum of 500 clinical hours.

## **ATR 6091 - Clinical Internship II**

*(3)*

This course is the second of five required athletic training clinical education courses. Athletic training students will be evaluated on clinical integration proficiency of knowledge, skills, and abilities including: taping, wrapping, bracing, protective equipment fitting; clinical assessment, diagnosis and therapeutic intervention of the lower extremity and spine; and professional communication and documentation strategies. Additionally, students will be expected to build upon their acquired knowledge to actively engage in facilitated integration of skills and abilities covered in the curriculum. Students will be assigned to clinical education experiences under the direct supervision of a preceptor. Students will explore evidence-based practice and reflect upon their clinical experiences to facilitate critical thinking and clinical decision making skills development.

Prerequisite(s): ATR 6090

## **ATR 6092 - Clinical Preceptorship**

(3)

This course is the third of five clinical education courses. During this course and clinical rotation students will be expected to build upon their knowledge of general medical conditions as well as be exposed to the different allied health professions (Surgery, Orthopedics, General Medicine and Physical Therapy). Students will be assigned to clinical education experiences under the direct supervision of a preceptor. Students will explore evidence-based practice and reflect upon their clinical experiences to facilitate critical thinking and clinical decision making skills.

Pre or Corequisite(s): ATR 6091

## **ATR 6093 - Clinical Practicum I**

(3)

This course is the fourth of five required athletic training clinical education courses. Athletic training students will be evaluated on clinical integration proficiency of knowledge, skills, and abilities including: clinical assessment, diagnosis and therapeutic intervention of the upper extremity, head, neck, thorax and patients with common illnesses; psychosocial motivational strategies; recognition and referral of mental health disorders; and professional communication and documentation strategies. Additionally, students will be expected to build upon their acquired knowledge to actively engage in facilitated integration of skills and abilities covered in the curriculum. Students will be assigned to clinical education experiences under the direct supervision of a preceptor. Students will explore evidence-based practice and reflect upon their clinical experiences to facilitate critical thinking and clinical decision making skills development.

Pre or Corequisite(s): ATR 6092

## **ATR 6094 - Clinical Practicum II**

(3)

This course is the fifth of five athletic training clinical experience courses. Athletic training students will be evaluated on clinical integration proficiencies taught the previous semester including: comprehensive therapeutic intervention, clinical examination, and diagnosis of musculoskeletal injury; common illnesses and conditions; psychosocial strategies and referral; professional communication and documentation strategies. Additionally, students will be expected to build upon their acquired knowledge and practice those skills and techniques previously covered in the curriculum. Students will be assigned to clinical education experiences under the direct supervision of a preceptor. Students will explore evidence-based practice and reflect upon their clinical experiences to facilitate critical thinking and clinical decision making skills development. Students must complete 200 clinical hours.

Pre or Corequisite(s): ATR 6093

## **ATR 6099 - Athletic Training Capstone**

(2)

This course will focus on athletic training practice acts and registration, professional responsibility, continuing education, governing bodies, scope of practice, community awareness, and preparation for the Board of Certification (BOC) exam. Topics include resume and cover letter building, interviewing techniques, transitioning from being a student to becoming a professional, networking and effective strategies for taking the BOC exam.

## **Bachelor of Business Administration**

### **BBU 3013 - Administrative Communication**

*(3)*

With an emphasis on speaking and writing in the business field, this course is designed to help students improve and polish their professional communication skills in the workplace. In this course, students learn the skills needed to secure employment and communicate effectively in a professional business setting. Specifically, students learn to create an impressive resume, write and deliver various professional reports, effectively interview for employment, compose professional routine and persuasive letters, conduct informational interviews, and create professional portfolios. Students exit the course with the professional communication skills needed to stand out in the business world and in the job search process.

### **BBU 4080 - International Business**

*(3)*

This course provides an overview of business strategies, challenges and opportunities that exist in a global business environment. Students will explore the various economic, political, legal, social, and cultural contexts in which international businesses operate. In addition, students will develop a global business strategy, participate in a cross-cultural experience, and complete an in-depth research project on a specific country. Emphasis will be given to cross-cultural issues in management, marketing, and business ethics in an international setting.

Prerequisite(s): BMG 2012

### **BBU 4089 - Business Internship**

*(3)*

This course requires on-the-job experience in the business field where students exercise decision-making skills, problem-solving skills, communication skills, and business knowledge acquired in the student's academic program. In addition, students create a professional online e-portfolio including cover letter, resume, letters of recommendation, personal background, target industry information, work samples, and internship reports/evaluations. Credit/No Credit

Prerequisite(s): BBU 3013

### **BEC 3080 - Money and Banking**

*(3)*

This course provides an understanding of the financial system, monetary policy, financial institutions, central banks and financial stability. Topics include an analysis of banking and monetary theory, the function and impact of money, credit, and banking on the economic system, government fiscal policies, and how interest rates are determined.

Prerequisite(s): Completion of the following course with a grade of C- or better: Macroeconomics

### **BFN 3035 - Business Finance**

*(3)*

This course provides an introduction to the principles that guide the financial management of a business enterprise, with an emphasis on decision making and value creation. Topics include financial analysis, time value of money, risk and return, security valuation, capital budgeting, cost of capital, forecasting and dividend policy.

Prerequisite(s): Completion of the following courses with a grade of C- or better: Business Math or Calculus, Statistics, Microeconomics, Financial Accounting, and Managerial Accounting

### **BFN 4015 - Investments**

(3)

A study of the principles and techniques of security and investment analysis. Topics include securities markets, risk and return, modern portfolio theory, investing in common stocks and fixed-income securities, portfolio management and derivative securities, including options and futures.

Prerequisite(s): BFN 3035

### **BMG 2012 - Principles of Management**

(3)

A study of the manager's role in the organization, including the tasks of planning, organizing, leading, and controlling. Topics include an introduction to change and innovation, corporate culture, global business, ethics, corporate social responsibility, organizational structure, decision-making, human resources and leadership.

### **BMG 3020 - Organizational Behavior**

(3)

This course is a study of human behavior in social organizations, with a focus on the environment, structure, and human behavior at the individual, group, and organizational level. Emphasis is on acquiring skills and analytical concepts to improve organizational relationships and effectiveness.

Prerequisite(s): BMG 2012

### **BMG 3074 - Human Resources Management**

(3)

This course provides an overview of the human resources function in organizations, and related elements and activities. Topics include talent acquisition, compensation, performance appraisal, employment law, training and development, labor relations, and industrial organizational psychology.

Prerequisite(s): BMG 2012

### **BMG 3082 - Applied Entrepreneurship**

(3)

This course provides an understanding and application of the fundamentals of entrepreneurship and the entrepreneurial mindset. Students will learn the series of steps required to take an original idea to a sustainable business concept. In

addition, students using an intrapreneurial mindset will collaborate with a local business to add value to their existing business strategy. Students will apply factors that are involved in a startup environment including opportunity recognition, competitive forces, venture context, risk and the importance of human capital for entrepreneurial success.

Prerequisite(s): BMG 2012

### **BMG 4012 - Leadership Theory and Practice**

(3)

This course provides an investigation and review of a wide variety of leadership concepts, practices and theories. Topics include the role of leadership in organizations, the historical examination of various leadership models, the contributions of leaders to a modern society, and an examination of biblical leadership. Emphasis will be placed on practical applications of leadership.

Prerequisite(s): BMG 2012

### **BMG 4088 - Strategic Management**

(3)

This course serves as a capstone experience for business students. It seeks to integrate the diverse areas of business study through formal instruction, a competitive business simulation, case analysis and in-depth analysis of current problems facing businesses. Consideration is also given to the policy development process, corporate social responsibility, and the highest purposes of business.

Prerequisite(s): BFN 3035

### **BMG 4088L - Strategic Management Lab**

(0)

This lab is a required companion to the BMG 4088 capstone course for seniors. The lab consists of a comprehensive exam assessing knowledge in business disciplines. Students must pass the exam in order to graduate. Students who do not pass the exam will be required to complete a comprehensive project under the supervision of the Dean of the Fermanian School of Business (or the Dean's designee). Credit/No Credit.

Concurrent: BMG 4088

### **BMK 3032 - Principles of Marketing**

(3)

A study of the role of marketing in the organization, in society, and in a global economy. Topics include market analysis, consumer and business marketing, product planning, pricing, distribution, promotion, and ethical issues. Special emphasis will be given to marketing strategy formulation.

### **BMK 3033 - Consumer and Organizational Buying Behavior**

(3)

A study of how individuals process information and make purchase decisions. Topics include internal influences such as consumer psychology and personality, and external influences such as social environment and situational influences. A qualitative research study will provide special emphasis on understanding buying behavior to develop a marketing strategy.

Prerequisite(s): BMK 3032

### **BMK 3036 - Integrated Marketing and Sales Communications**

*(3)*

A study of the marketing and sales communication functions. Topics include creative strategy and content, advertising media strategy and selection, public relations, sales promotions, personal selling theory, and ethics in marketing communication. Special emphasis will be given to developing an integrated marketing communications plan and a corresponding sales presentation to a client.

Prerequisite(s): BMK 3032

### **BMK 3050 - Digital Marketing Essentials**

*(3)*

A study of digital marketing theory, issues, strategies, practical uses and channels. Topics include the various digital elements of marketing variables, e-consumer behavior, website development design and implementation, analytics measurement, search engine marketing, mobile marketing and social media platforms to develop customer relationships.

Prerequisite(s): BMK 3032

### **BMK 4050 - Digital Marketing Content**

*(3)*

A study of digital marketing content issues relevant to marketers. Topics include content development and campaign execution for digital marketing channels, driving online traffic, generating leads and converting leads into customers.

Prerequisite(s): BMK 3032 and BMK 3050

### **ETH 3001 - Foundations of Ethics**

*(1)*

This course provides an introduction to foundational theories and problems in moral philosophy. Emphasis will be given to the study of major Western ethical theories and important moral philosophers.

### **ETH 4001 - Applications of Ethics**

*(1)*

This course explores a process for ethical decision making in order to develop a stakeholder approach to leadership. Focus will be given to creating a framework for evaluating ethical choices and applying that framework to

ethical dilemmas in organizations.

Prerequisite(s): ETH 3001

## **SUS 4075 - Sustainability in Action**

(3)

This course explores the principles and practices of sustainability in the home, in organizations, in local communities, and as national and world citizens. Topics include current environmental challenges, a critique of current cultural and societal practices as they impact the environment, the biblical foundation for creation care, and, in particular, practical steps that can be taken as individuals and in association with others that improve our care for creation.

## **Bible**

### **BIB 6035 - Christian Scripture**

(3)

An exploration of the literature and theology of the Christian canon with special attention to its ancient contexts and significance for preaching and teaching.

### **BIB 6037 - Interpreting Christian Scripture**

(3)

An introduction to diverse ways of reading Christian Scripture from ancient to modern, with an emphasis on its theological significance for ministry.

### **BIB 6085 - Bible and Christian Ministry**

(3)

This course presents selected topics relating to Biblical interpretation and ministry. May be repeated for a total of six units.

## **Certificate of Interpretation**

### **BIO 4095 - Special Topics - Naturalist Interpretation**

(3)

Instruction includes topics specific to how to conduct research for information of a particular location and unique characteristics of that environment and ecosystem.

### **COM 2060 - Advanced Public Speaking**

(3)

Development of speaking skills for public and professional arenas, such as business, government, media, education and the ministry. Appropriate presentational technology is examined along with audience analysis and adaptation techniques. (This course will include interpretation presentations at the place of internship.)

### **HIS 3020 - United States History 1800-1914**

(4)

An analysis of the political leadership of Andrew Jackson and Abraham Lincoln; the ideas of liberalism, nationalism, expansion, and industrialization; the social impact of religious revivals, slavery, and feminism; and the cataclysmic impact of the Mexican, Civil, and Spanish-American wars as the nation hurtled toward world power status after World War I.

### **HIS 3070 - California History**

(4)

A comprehensive survey of California from prehistory through Spanish exploration, Mexican rule, and evolution as an American state since 1850. Emphasis is placed on comparing myth to reality, new directions in interpretation, and demonstrating how past social, economic, and political events have had an impact on the present.

### **INT 2000 - Learning Methodology**

(3)

The students will explore what the sciences of cognitive and educational psychology tell us about the process of learning; students will learn how to understand and improve their ability to help others learn new concepts and information. The course will be focused on direct application to the interpretive process. Topics will include the major theories of learning, memory and motivation, our knowledge of how we learn various subjects, learning barriers, demographic differences and differences in individual versus group learning.

### **INT 2001 - Formal Interpretive Communication**

(3)

Formal Interpretive Communication teaches a variety of oral techniques used to connect the audiences with environmental, historical and natural subject matters. This course will equip students with the ability to communicate interesting and effective messaging to a captive audience. Among this and other concepts, techniques will be shared and developed for how to convey interesting and necessary information concisely through effective written program development. Students will learn how the role of the interpreter includes transforming standard information into an intriguing narrative that will spark meaningful conversation afterward.

### **INT 2002 - Informal Interpretive Communication**

(3)

This course teaches students how to interact with small non-captive audiences in groups of various settings. Students are taught the skills to adapt complex information into communicable formats as the situation permits. Amongst the topics that will be covered are the appropriate methods of contextual interpretation, which includes active listening as

well as effective, often spontaneous, speaking. Through practice, students will learn that interpretive communication in an informal setting takes patience, approachability, and knowledge, imparted to the audience in a compelling way.

### **INT 2003 - Non-Personal Interpretive Communication**

(3)

This is a fundamental course in multimedia natural resource interpretive creation. This course will help students stay informed on changing societal trends as well as understand the design elements for signs, exhibits, websites, flyers, posters, book covers, brochures, newsletters, social media and multimedia slide presentations. It will utilize learning methodologies to effectively communicate messaging and attract attention using alternative delivery mediums. Students will learn the techniques needed to write engaging material that is specific to its interpretive medium and format, as well as the audience's needs and parameters, dictated by diverse backgrounds, age groups, and cultures. A background in basic computer skills required.

### **INT 2005 - Interpretive Design**

(3)

Interpretive Design focuses on the process of creating influential presentations and displays that are message focused, factually accurate and leave lasting impressions with the ability to change and impact visitors. This course will provide an overview of historical preservation, wildlife, art, live plant, animal and building/room design.

### **INT 2006 - Capstone Research/Field Experience**

(3)

The capstone project is designed to show a comprehensive mastery and application of the concepts and practices presented in the program. The project is designed to meet the requirements and allow students to use their assignment for submission when applying for NAI Heritage Interpreter Certification. The capstone is broken into three sections: planning, interpretation, and presentation. Each section is designed to help the student with the next phase of the project.

The capstone requires experience within an organization that utilizes naturalist interpretation. This can be through full or part time employment or an internship/co-op/special field experience, an investigation of a special topic and/or development of a project, directed readings/study or a research project for an organization. In meeting this requirement, it will be important for students to be able to demonstrate they are getting an "integrated" field experience in natural resources and environmental education.

### **PSC 1003 - Earth Science**

(4)

An introductory survey of the disciplines of geology, oceanography, meteorology, and astronomy with discussion of philosophical and societal issues.

Prerequisite(s): MTH0099 - Elementary Algebra

### **Child Development**

For Adult Degree Completion Child Development program

## **CDV 3010 - Early Childhood Curriculum and Learning Theory**

*(4)*

This course examines early childhood education theories and philosophies. Practice of principles, curriculum, methods, material, and special needs of preschool and child children in first through third grade are discussed. Students gain experience in appropriate lesson plan writing with developmentally appropriate practices. Assessment of typical and non-typical learners as well as designing an emergent literacy plan is included. This course also focuses on meeting social/emotional needs of children and developing social/emotional competencies. A supervised field experience is required.

## **CDV 3013 - Adolescent Development in the Family Context**

*(1)*

This course focuses on the developmental changes and challenges of adolescents and their families as they deal with current societal issues, divorce, autonomy, peer relationships, sexuality, parent-adolescent communication, values, teen pregnancy, substance abuse, and adolescents as parents. These major issues affecting adolescents and their families are examined using data from a variety of theoretical, empirical, and clinical viewpoints. Fieldwork is required.

## **CDV 3020 - Development of Children and Adolescents**

*(4)*

This course is the study of physical, social, emotional, and intellectual growth in the development of the child, from prenatal months to adolescent years. Practical application is developed through field experience, journaling, and observations. This course also provides students with a comprehensive study of family development. Students will explore family education models including an understanding of diversity among families and childrearing practices. Students will strengthen their ability to meet needs of families by developing a parent education workshop and handbook. This course needs to be passed with a C or better before proceeding with any other course in the program.

## **CDV 3025 - Child and Adolescent Nutrition and Health**

*(4)*

This is a comprehensive study of the effect of nutrition on the development of the child, pre-natal through adolescent. This study focuses on nutrition and related health problems. Practical application will be developed through dietary planning and creating lesson plans to teach important nutritional health concepts to different age children.

## **CDV 3055 - Development of Special Needs Children**

*(4)*

This course is the study of developmental stages and strategies of guiding children and adolescents with special needs. A wide variety of children's exceptionalities including autism spectrum disorders, giftedness, physical challenges, learning disabilities, and behavior disorders will be covered. This course will examine the role of the adults influencing the child's social, emotional, intellectual, and physical growth. Family system theories and educational methods, environments, and programs are explored as they relate to the special needs child's developmental stages. Observation, field experiences, and visitations to community educational facilities are required.

## **CDV 4003 - Development of Infants and Toddlers**

*(4)*

This is an interdisciplinary study of physical, social, emotional, and intellectual development from birth to two years old which will include: exploration of the impact of culture, atypical behavior and development, socialization techniques, interpersonal relationships of infant-toddler and caregivers, suitable environments for health and safety, and legal requirements for infant-toddler care. This course also includes an in-depth study of attachment and focuses on recent research identifying the importance of intellectual development in the first two years of life. Classroom lecture and course readings are supplemented by required observation and field experience.

## **CDV 4060 - Administration and Supervision in Early Childhood Education**

*(4)*

This course is the application of basic principles in the guidance of young children, parent education, and staff development. This course focuses on the multidimensional roles of the early childhood program director/administrative styles, management tools and interpersonal skills that contribute to effective and NAYEC standards in this course. The California licensing requirements will be reviewed throughout the course. Visitations and observations of early childhood centers are required.

Prerequisite(s): CDV 3010

## **CDV 4075 - Internship in Child Development**

*(1)*

This practicum will provide the opportunity for career-related work experience in which students observe and actively participate using their acquired skills and knowledge. Students are under the supervision of a department faculty supervisor and a qualified on-site supervisor.

## **CDV 4085 - Child Development, Family Systems, and Social Change**

*(4)*

This course is the study of the development of the child as influenced by the family, school, and community. Emphasis is placed on analyzing the social influences on family systems, child care, schools, divorce, poverty, peer groups, mass media, diverse cultures, and community services on children's development. Visitation of centers and programs for children and adolescents required.

Prerequisite(s): Four (4) Child Development courses must be passed with a C or better prior to registration for this course.

## **CDV 4095 - Capstone Professional Development**

*(1)*

In this capstone, the student will create a professional ePortfolio including introduction, professional statements, personal assessments, achievements, community service, practical application, and work samples. Each student will present his or her personal ePortfolio to a panel of interested parties for assessment. This capstone gives students the opportunity to develop a professional voice. Available to students in their last semester of program courses.

## **WRT 3001 - Writing for Child Development Professionals**

(1)

Experience in reading, writing, and critical thinking centered on essay and research writing for Child Development. Library research and writing the source-based essay are major components of the course. Students will design a research project using the theoretical framework of a theorist studied in CDV 3020. This course needs to be passed with a C or better before proceeding with any other course in the program.

## **Clinical Counseling**

### **PCY 1003 - General Psychology**

(3)

A survey of psychology as an empirical/behavioral science. Topics include biological correlates of behavior, learning, cognition, emotion, motivation, personality, assessment, development, psychopathology, psychotherapy, and social psychology. Letter Grade.

Offered As: PSY1003

### **PCY 3008 - Developmental Psychology - Birth Through Adolescence**

(4)

A systematic study of the physical, cognitive, social, and emotional development of the individual from birth through adolescence.

### **PCY 3021 - Abnormal Psychology**

(3)

Study of etiology, assessment, diagnosis, and treatment of various forms of abnormal behavior from various psychological perspectives. Letter Grade.

Prerequisite(s): One of: PCY 1003, PCY 3008, FCS1050 or consent of instructor.

### **PSY 6001 - Issues in Psychotherapy - Theology Integration**

(3)

This foundational course clarifies key issues in human nature and prepares the student for developing a world-view that is consistent with their theological and spiritual orientation. Letter Grade.

Prerequisite(s): PSY1003 General Psychology, PSY3021 Abnormal Psychology, PSY3008 Human Development, and PSY6001 Issues in Psychotherapy - Theology Integration

### **PSY 6008 - Lifespan Development**

(3)

The study of developmental issues and life events from infancy to old age and the effect of age upon cognitive, affective, personality and moral development. Attention is given to cultural, gender, and spiritual influences on development. Letter Grade.

### **PSY 6009 - Multicultural Theories and Development**

(3)

The study of social and cultural foundations of the behavior of individuals, families, and diverse groups, including contextual factors effecting treatment (poverty, resilience, stress, divorce, family systems, etc.). Exploration of how therapeutic interventions impact culturally distinct populations. Letter Grade.

### **PSY 6011 - Professional Ethics and Law**

(3)

Professional ethics and laws that apply to the counseling profession are identified and discussed. These include ethical, legal, and biblical standards for conduct, professional organizations, licensure, and developing a plan for lifelong professional and personal development with integrity. Letter Grade.

### **PSY 6021 - Psychodiagnostics and Mental Disorder Treatment**

(3)

Principles of etiology, diagnosis, treatment, and prevention of mental disorders are explored through the lens of the Diagnostic and Statistical Manual of Mental Disorders (DSM5). Letter Grade.

### **PSY 6025 - Counseling Theories and Faith Integration**

(3)

Major counseling theories and techniques are examined and applied in the context of the helping relationship. Letter Grade.

### **PSY 6026 - Counseling Theories and Faith Integration II**

(3)

Continuing exploration of psychological therapies and techniques with emphasis on the adoption of a theoretical orientation for explaining the etiology and treatment of various mental disorders. Letter Grade.

### **PSY 6027 - Treatment of Children and Adolescents**

(3)

The components of effective child psychotherapy are examined. Emphasis is placed on the process of diagnosis, understanding the systemic nature of child pathology, and evidence based practices for treatment. Letter Grade.

## **PSY 6028 - Abuse Assessment and Reporting**

(3)

Examines legal, ethical, and clinical aspects of child and elder abuse reporting, such as mandatory methods of identifying victims, prevention and intervention, and treatment techniques. Letter Grade.

## **PSY 6029 - Marriage and Family Therapy**

(3)

This course is an overview of current family systems theories and intervention techniques. Emphasis is placed on clinical application with case presentations. Letter Grade.

## **PSY 6030 - Treatment of Older Adults**

(3)

A specialized course for students who wish to work with the rapidly expanding elderly segment of society. Focus is on the application of assessment and intervention techniques for older adults and their families. Letter Grade.

## **PSY 6033 - Career Development**

(3)

A close look at career development theory, with emphasis on gender, family, and social/cultural issues that impact career choices. Techniques and assessment instruments that facilitate lifelong career development will be utilized. Letter Grade.

## **PSY 6045 - Group Counseling**

(3)

Theories and techniques of group therapy are studied as well as basic and advanced group interventions. Students learn the stages of group dynamics, the curative factors of group therapy, and various types of group treatment. Letter Grade.

## **PSY 6050 - Psychological Testing and Assessment**

(3)

This course provides students with the knowledge and skills necessary to administer, score, and interpret several assessment instruments. Students will be familiar with validity, reliability, and psychometric statistics. Letter Grade.

## **PSY 6058 - Crisis and Trauma Counseling**

(3)

An investigation into the history and development of crisis intervention and trauma response. Develops required skills to effectively intervene and assist victims of tragedy or abuse. Letter Grade.

## **PSY 6060 - Human Sexuality**

(3)

This course is a study of human sexuality and intimacy. Other areas of emphasis include gender issues, sexual disorders, sexual orientation, and sexual abuse. Letter Grade.

## **PSY 6065 - Psychopharmacology**

(3)

Examination of commonly prescribed psychopharmacological medications, as well as the identification of their effects and side effects. Letter Grade.

## **PSY 6075 - Treatment of Substance Use Disorders**

(3)

This course emphasizes evidence-based assessment and intervention skills in the treatment of addictions and compulsive behaviors, as well as co-occurring disorders. All facets of alcohol and substance abuse/dependency will be examined. Letter Grade.

## **PSY 6090 - Research Methodology**

(3)

This course is an in depth examination of various experimental designs, statistical procedures, conclusions, and limitations of research parameters. Emphasis will be placed on the theoretical and practical applications of research methods of psychotherapy. Letter Grade.

## **PSY 6094 - Pre-Practicum**

(0)

Prior to practicum assignments in various approved counseling centers, hospitals, clinics, and social service agencies, all students are required to be observed as they counsel at least one client at the onsite counseling center. Digital recordings of therapy sessions will be utilized to improve therapeutic skills, promote self-awareness, and an understanding of how people change. Upon approval by the Director of Clinical Training, the student will then enroll in PSY 6095. Offered summer only. Credit/No Credit.

## **PSY 6095 - Supervised Practicum I**

(2)

Supervised therapy experience in applied psychotherapeutic techniques at an external agency. This course provides support, supervision, and consultation for students' training at their practicum site. A total of 700 hours, 300 of which are face-to-face direct service, must be accrued throughout the practicum course sequence. Students must be training at an approved site to be enrolled in this course. Credit/No Credit.

Prerequisite(s): PSY 6011, PSY 6021, PSY 6025, PSY 6029, PSY 6045, PSY 6094

## **PSY 6096 - Supervised Practicum II**

*(2)*

Supervised therapy experience in applied psychotherapeutic techniques at an external agency. This course provides support, supervision, and consultation for students' training at their practicum site. A total of 700 hours, 300 of which are face-to-face direct service, must be accrued throughout the practicum course sequence. Students must be training at an approved site to be enrolled in this course. Credit/No Credit.

Prerequisite(s): PSY 6095

## **PSY 6097 - Supervised Practicum III**

*(2)*

Supervised therapy experience in applied psychotherapeutic techniques at an external agency. This course provides support, supervision, and consultation for students' training at their practicum site. A total of 700 hours, 300 of which are face-to-face direct service, must be accrued throughout the practicum course sequence. Students must be training at an approved site to be enrolled in this course. Credit/No Credit.

Prerequisite(s): PSY 6096

## **PSY 6098 (A,B,C) - Practicum Extension**

*(0)*

Students who complete the three required practicum courses before the end of the program can continue to earn counseling hours toward licensure by staying in practicum status while completing the program. Credit/No Credit.

## **Computer Information Technology**

### **CIT 1041 - Intermediate Excel**

*(1)*

This course is an independent study, self-paced, competency based course designed for students who wish to develop a deeper knowledge of MS Excel functionality. The course will expand upon basic spreadsheet functions and introduce topics such as cell validation, advanced cell formatting, conditional functions, goal seek, pivot tables, multi-sheet functions, and other advanced topics. Students will complete knowledge assessment through hands-on simulation labs and online exams. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within assigned course time.

Prerequisite(s): A working knowledge of MS Excel that includes the use of cell entry, formatting, and use of common functions.

### **CIT 1053 - IT Fundamentals**

*(3)*

This course is an independent study, self-paced, competency based course designed for students who have little to no

technical understanding of information technology, yet wish to begin the CIT program. The course will introduce basic technology topics, such as computer hardware, storage devices, computer peripherals, basic networking, setting up and maintaining a computer, installing and configuring software and basic trouble shooting techniques. Students will gain practical knowledge of computer concepts through simulation lab activities. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within assigned course time. The course aligns with topics covered in CompTIA's IT Fundamentals certification exam. Taught online.

## **CIT 2014 - Introduction to Hardware and Networking**

*(4)*

This course is designed to introduce the fundamentals of hardware and networking concepts including hardware components, network protocols, mobile devices and hardware and networking troubleshooting. In addition, students will acquire hands-on experience by working with hardware and networking simulators. The course aligns with topics covered in CompTIA's A+ Core 1 certification exam.

Prerequisite(s): CIT 1053 or equivalent academic or work experience.

## **CIT 2024 - Introduction to Operating Systems and Security**

*(4)*

This course is designed to introduce the fundamentals of operating systems and security concepts including extensive topics in the Windows operating system, other operating systems, system security, software troubleshooting, and operational procedures. In addition, students will acquire hands-on experience by working with networking and security simulators. The course aligns with topics covered in CompTIA's A+ Core 2 certification exam.

Prerequisite(s): CIT 1053 or equivalent academic or work experience.

## **CIT 2061 - IT Fundamentals Exam Prep**

*(1)*

This course is an independent study, self-paced, competency based course designed for students who wish to prepare for the CompTIA's IT Fundamentals certification exam. The course is intended for students who have already completed the CIT 1053 course or have equivalent academic or work experience. Students will be required to complete a predetermined number of practice certification exams, assess knowledge domain deficiencies, and focus on acquiring the requisite knowledge to pass the certification exam. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within the assigned course time. Attempting the certification exam within the assigned course time is also required. Although passing the certification exam is not required to pass this course, the results of the certification exam will be used to determine the final grade in the course. Students already holding a current certification for this course are not eligible to take this course.

Prerequisite(s): CIT 1053 or equivalent academic or work experience.

## **CIT 3011 - A+ Exam Prep**

*(1)*

This course is an independent study, self-paced, competency based course designed for students who wish to prepare

for the CompTIA's A+ certification exams (Core 1 and Core 2). The course is intended for students who have already completed the CIT 2014 and CIT 2024 courses. Students will be required to complete a predetermined number of practice certification exams, assess knowledge domain deficiencies, and focus on acquiring the requisite knowledge domains to pass the certification exams. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within the assigned course time. Attempting the certification exams within the assigned course time is also required. Although passing the certification exams are not required to pass this course, the results of the certification exams will be used to determine the final grade in the course. Students already holding a current certification for this course are not eligible to take this course.

Prerequisite(s): CIT 2014 and CIT 2024

## **CIT 3014 - Networking**

*(4)*

This course is designed to provide an in-depth understanding to a wide range of network architectures and configuration options. The course explores the concepts of physical and virtual network design options and network administration requirements. The course will cover the topics of wired and wireless networking, network optimization and management, virtual local area networks, network types, network hardware and software and networking standards. In addition, students will acquire hands-on experience by working with networking and security simulators. This course aligns with topics covered in the CompTIA's Network+ certification exam.

Prerequisite(s): CIT 2014

## **CIT 3021 - Network+ Exam Prep**

*(1)*

This course is an independent study, self-paced, competency based course designed for students who wish to prepare for the CompTIA's Network+ certification exam. The course is intended for students who have already completed the CIT 3014 course. Students will be required to complete a predetermined number of practice certification exams, assess knowledge domain deficiencies, and focus on acquiring the requisite knowledge domains to pass the certification exams. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within the assigned course time. Attempting the certification exam within the assigned course time is also required. Although passing the certification exam is not required to pass this course, the results of the certification exams will be used to determine the final grade in the course. Students already holding a current certification for this course are not eligible to take this course.

Prerequisite(s): CIT 3014

## **CIT 3024 - Security and Information Assurance**

*(4)*

This course is designed to provide an in-depth understanding to the concepts of data and network security. Other topics include access control, authentication, authorization, data security and integrity, encryption, recovery, and business continuity. Students will gain hands-on experience with firewalls, network security, application security, email security, and tools for securing, monitoring and auditing the IT network and systems environments through system security simulators. This course aligns with topics covered in the CompTIA's Security+ certification exam.

Prerequisite(s): CIT 2024

### **CIT 3031 - Security+ Exam Prep**

*(1)*

This course is an independent study, self-paced, competency based course designed for students who wish to prepare for the CompTIA's Security+ certification exam. The course is intended for students who have already completed the CIT 3024 course. Students will be required to complete a predetermined number of practice certification exams, assess knowledge domain deficiencies, and focus on acquiring the requisite knowledge domains to pass the certification exams. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within the assigned course time. Attempting the certification exam within the assigned course time is also required. Although passing the certification exam is not required to pass this course, the results of the certification exams will be used to determine the final grade in the course. Students already holding a current certification for this course are not eligible to take this course.

Prerequisite(s): CIT 3024 or equivalent academic or work experience.

### **CIT 3034 - Project Management**

*(4)*

This course is designed to provide the fundamentals of project management with an emphasis on managing unique challenges of information technology (IT) projects. Students will be introduced to the IT project management process using industry accepted methodologies. Extensive case related work will be used to help students understand the important aspects of time, performance, cost, and risk estimation in relation to the unique conditions often present in IT projects. Each of the critical phases of the IT project management process will be reviewed in detail using practical examples from the IT industry. Students are also introduced to computer-based project management software such as MS Project. This course aligns with topics covered in the CompTIA's Project+ certification exam and the PMI's CAPM certification exam.

Prerequisite(s): CIT 2014 and CIT 2024

### **CIT 3041 - Project+ Exam Prep**

*(1)*

This course is an independent study, self-paced, competency based course designed for students who wish to prepare for the CompTIA's Project+ certification exam. The course is intended for students who have already completed the CIT 3034 course. Students will be required to complete a predetermined number of practice certification exams, assess knowledge domain deficiencies, and focus on acquiring the requisite knowledge domains to pass the certification exams. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within the assigned course time. Attempting the certification exam within the assigned course time is also required. Although passing the certification exam is not required to pass this course, the results of the certification exams will be used to determine the final grade in the course. Students already holding a current certification for this course are not eligible to take this course.

Prerequisite(s): CIT 3034 or equivalent academic or work experience.

## **CIT 3054 - Database Design**

*(4)*

This course is designed to provide an in-depth, hands-on introduction to designing and implementing databases that use relational technologies with a significant market presence. Hands-on assignments using an industry standard DBMS, such as MS SQL, MySQL, or Oracle Server will receive significant coverage in the course. SQL and various vendor extensions to the language will be covered. In addition, some advanced topics such as stored procedures and triggers will be covered.

Prerequisite(s): CIT 2014 and CIT 2024

## **CIT 3064 - Web Design and Scripting**

*(4)*

This course is designed to provide in-depth, hands-on instruction in designing and scripting Web sites using HTML5 and CSS3 standards. Techniques in page layout and graphic design will be introduced. Assignments will focus on hands-on use of modern web development practices using integrated development environments. In addition, the course will introduce popular website development and content management tools such as WordPress to show alternative development approaches to HTML5 and CCS3. Letter Grade

Prerequisite(s): CIT 1053 or equivalent academic or work experience.

## **CIT 3074 - Cloud Computing**

*(4)*

This course is designed to provide students an in-depth introduction to cloud computing. The course introduces the concepts of cloud configuration and deployment, security, maintenance, management, and troubleshooting. Hands-on labs with cloud technologies such as Microsoft Azure and AWS will give students practical experience working with cloud technologies. This course aligns with topics covered in the CompTIA's Cloud+ certification exam.

Prerequisite(s): CIT 3011 or equivalent academic or work experience.

## **CIT 3081 - Cloud+ Exam Prep**

*(1)*

This course is an independent study, self-paced, competency based course designed for students who wish to prepare for the CompTIA's Cloud+ certification exam. The course is intended for students who have already completed the CIT 3074 course. Students will be required to complete a predetermined number of practice certification exams, assess knowledge domain deficiencies, and focus on acquiring the requisite knowledge domains to pass the certification exams. A faculty advisor provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within the assigned course time. Attempting the certification exam within the assigned course time is also required. Although passing the certification exam is not required to pass this course, the results of the certification exams will be used to determine the final grade in the course. Students already holding a current certification for this course are not eligible to take this course.

Prerequisite(s): CIT 3074 or equivalent academic or work experience.

## **CIT 4014 - Web Programming**

(4)

This course is designed to provide a practical approach to web development using either server side or client side scripting languages, such as PHP, ASP or JavaScript. This course teaches the core language and implementation of webpage based scripting. Students will learn the web programming language and practices through many hands-on assignments in developing web based applications. The integration of databases, such as MySQL or MS SQL will provide additional depth of knowledge. In addition the course will introduce other forms of modern web based protocols, such as XML, JSON and SOAP.

Prerequisite(s): CIT 3054

## **CIT 4024 - Visual Programming**

(4)

This course is designed to provide a practical approach to event based visual programming using modern-general purpose programming languages, such as C#, Java, Python or Visual Basic. This course teaches the core concepts of programming, such as proper variable usage, decision structures, iterative structures, common data structures, and proper programming logic. Students will learn the programming language through many hands-on assignments in developing event based and visual computer applications. The integration of databases, such as MySQL or MS SQL will provide additional depth of knowledge. In addition the course will introduce object oriented programming techniques and the use of complex data structures.

Prerequisite(s): CIT 3054

## **CIT 4034 - Management of Information Systems**

(4)

This course is designed to provide in-depth review of modern information systems management strategies and approaches. Topics in the course include management of operational strategy, server and network management practices, data reporting systems, social media management, business and IT strategic alignment, and disaster recovery. A review of incident cases will provide students with an understanding of how the course concepts can be applied in real world situations.

Prerequisite(s): CIT 2014 and CIT 2024

## **CIT 4062 - Topics in Cyber Security**

(2)

This course is designed to build on the previous computer science and cyber security classes. The course will focus on applications of cyber security programs and process via case studies and research projects.

Prerequisite(s): CIT 3014 or equivalent, and CIT 3024 or equivalent, and consent of instructor.

## **CIT 4071 - Information Technology Practicum**

*(1-4)*

This course is a supervised experience in which the student works with industry professionals to gain experience with managing information systems. The course may be taken for 1 to 4 units based on the number of engagement hours in the practicum. This course may be repeated to a total of four units. Credit/No Credit

Prerequisite(s): Student has completed at least 16 credit hours in CIT course or related academic field and permission from the faculty advisor.

### **CIT 4081 - Information Technology Project**

*(1)*

This course is a study of a selected problem or topic in Information Technology under the direction of a faculty advisor. The faculty advisor and student propose the research topic and course deliverables. Approval by the program director or department chair is required. May be repeated for up to two units. Credit/No Credit

Prerequisite(s): Student has completed at least 16 credit hours in CIT courses or related academic field and has permission from the faculty advisor.

### **Criminal Justice**

#### **SCJ 3000 - Justice In a Complex Society**

*(4)*

An introduction to and comparative examination of the components of the justice process dealing with delinquent and criminal behavior. Examines criminally deviant behavior in a complex society.

#### **SCJ 3010 - Criminology and Community Policing**

*(4)*

The study of crime and criminal behavior, the role of law, efforts at prevention and control.

Prerequisite(s): Introduction to Sociology or equivalent.

#### **SCJ 3050 (A,B,C,D) - Writing and Interviewing in the Criminal Justice Profession**

*(1) unit per semester for a total of (4) units*

A series of four one-unit skills course segments designed to develop essential skills and competencies required for daily performance of duties in various criminal justice careers. Incorporates basic concepts for collecting and documenting evidence and procedures. A series of competency based-courses for report writing, interviewing, and communication skills.

- SCJ3050A focus is writing.
- SCJ3050B focus is evidentiary and motivational interviewing.
- SCJ3050C focus is internal communication.
- SCJ3050D focus is communication and interaction with media, courts, and community.

## **SCJ 3095 - Research Methods for Criminal Justice**

(4)

Introduces major concepts of social research, provides skills to understand research results; awareness of influence of social and legal parameters of ethical research; opportunity to do analysis and apply research in the criminal justice arenas, identify research strategies to promote social/economic justice. Helps prepare students for capstone course.

Prerequisite(s): Statistics

## **SCJ 4009 - Criminal Law**

(4)

Foundations for understanding the historical development, philosophy of law and constitutional provisions, social forces and application to the administration of justice; study of events and trends relating to law. Explore underlying theoretical issues and examine crimes against persons, habitation, property and public order, and morals.

Prerequisite(s): Consent of instructor.

## **SCJ 4010 - Constitutional Foundations**

(4)

Examination of the federal constitutional provisions which impact the criminal justice system with an emphasis on the amendments in the Bill of Rights and law enforcement; the rights to due process and the assistance of counsel; penalties and constraints on the correctional system and the influences of a broader society.

## **SCJ 4050 - Restorative Justice**

(4)

This course will provide a critical introduction to the fundamental principles and practices of restorative justice. The course explores the needs and roles of key "stakeholders" (victims, offenders, communities, justice systems), outlines the basic principles and values of restorative justice, and introduces some of the primary models of practice. It also addresses challenges to restorative justice - the dangers, the pitfalls - as well as possible strategies to help prevent restorative justice and victimology from theoretical, demographic, legal, and faith perspectives. The course builds an understanding of the relationships between restorative justice and victims, offenders, the criminal justice system. The emotional effects of crime and reconciliation will also be examined.

Prerequisite(s): Social Problems or equivalent course, or consent of instructor.

## **SCJ 4072 - Internship in Criminal Justice**

(2)

The field experience provides students the opportunity to increase their professional competence through direct, supervised practice experiences in the community setting. As part of the capstone experience, it is a time of integration, of learning about the commonality of practice in spite of the diversity of settings. SCJ4072 is to be completed

concurrently with SCJ 4076 Seminar as a capstone experience of application and professional integration.

Concurrent: SCJ 4076

### **SCJ 4076 - Seminar for Criminal Justice**

*(2)*

As part of a capstone experience, this course draws on material learned in other courses, provides opportunity to integrate academic learning with personal and professional internship experiences. To be completed concurrently with 2-unit SCJ 4072 Internship.

Concurrent: SCJ 4072

### **SCL 3000 - Career Development**

*(1)*

This course explores how to reflect on personality preferences, interests, and values to intentionally pursue a fulfilling career. Students will engage in industry research to explore different fields of interest and set professional goals. Students will be provided with an opportunity to build strategic marketing tools and begin networking for greater job search and career success.

### **General Biology**

#### **BIO 6001 - Graduate Internship in Biology**

*(1-6)*

This course is an elective option allowing students to gain research/lab experience through internships at a variety of local businesses/organizations. The course may be repeated up to a total of six units. Credit/No Credit

#### **BIO 6011 - Learning in Science**

*(3)*

This course involves discussion and integration of seminal papers in the area of learning theory, with applications in a variety of scientific research, business, and educational settings. Predominantly on-line course delivery.

#### **BIO 6021 - Readings in Biology**

*(1)*

This course focuses on the reading and discussion of research articles and other sources of material on a particular topic in biology. Topics vary. May be repeated up to 4 units. The repeated offering must cover different content. Credit/No Credit

#### **BIO 6033 - History/Philosophy of Science**

(3)

This course involves discussion of seminal works in the history and philosophy of science as a way of thinking. From this perspective, the course explores current interest in the nature of science as an integral part of the study of science. Predominantly on-line course delivery.

### **BIO 6043 - Research Design in Science Education**

(3)

This course promotes understanding of both qualitative and quantitative research design in science education, with a focus on current trends in the field. Predominantly on-line course delivery.

### **BIO 6060 - Microbiology and Immunology**

(3)

Concepts in microbiology, including the diversity and ecology of microscopic organisms, and in immunology, focusing on cellular and molecular regulation of the immune system in health and disease, are addressed from the perspective of teaching for conceptual understanding. Lecture and lab.

### **BIO 6061 - Ecology of Plants and Animals**

(3)

Concepts related to complex ecological systems with special emphasis on the interactions between plants and animals are addressed from the perspective of teaching for conceptual understanding. Lecture and field-oriented lab.

### **BIO 6062 - Genetics and Molecular Biology**

(3)

Concepts in genetics and molecular biology, including inheritance, organization, variability and expression of genes, with emphasis on the regulatory mechanisms that govern gene expression in eukaryotic and prokaryotic cells, are addressed from the perspective of teaching for conceptual understanding. Lecture and lab.

### **BIO 6063 - Cell Biology**

(3)

Concepts in cell biology, including the chemical basis of life, the structure and function of organelles, basic metabolic pathways, models for the origin of cells are addressed from the perspective of teaching for conceptual understanding. Lecture and lab.

### **BIO 6064 - Developmental Biology**

(3)

Concepts emerging from the union of the two disciplines of evolution and development that help us better understand both the process of development and of the diversity of life forms are central to this course. Emphasis will be placed on the concepts of modularity, developmental master control genes (toolkit genes) and genetic switches that are the keys to

explaining how the diversity within the body plans of animals develop. These topics will be addressed from the perspective of teaching for conceptual understanding. Lecture and lab.

### **BIO 6065 - Physiology of Plants and Animals**

*(3)*

Concepts related to the physiological mechanisms that contribute to homeostasis in both plants and animals are addressed from the perspective of teaching for conceptual understanding. Lecture and lab.

### **BIO 6067 - Marine Biology**

*(3)*

Concepts in marine biology, including the ecology, function, and adaptations of marine organisms, are addressed from the perspective of teaching for conceptual understanding. Lecture and field-oriented lab.

### **BIO 6068 - Evolutionary Biology**

*(3)*

The concept of evolution is viewed as the central theme unifying all of biology. In this course evolutionary processes will be discussed in their genetic, historical, religious, and ecological contexts. Topics covered include the agents of evolution, speciation, population genetics, and macroevolutionary trends in evolution. These topics will be addressed from the perspective of teaching for conceptual understanding. Lecture and lab.

### **BIO 6082 - Research Proposal and Pilot Study**

*(1)*

Students identify a biology or biology education-related research problem, then prepare a brief literature review and research design, followed by carrying out a pilot study with abbreviated analysis. Predominantly on-line course delivery.

### **BIO 6083 (A,B,C,D,E,F) - Thesis**

*(1-6)*

Students write a thorough literature review and bibliography related to their chosen biology education problem, then design, carry out, and analyze the results of their original research, draw conclusions, and propose implications of their findings. This process culminates with the completion of the student's written thesis, as well as a public presentation of the research. Students register for each thesis unit (6083 A through F) in sequence (A through F) corresponding to the 6 units necessary to complete the thesis requirement. Students may register for as many as three thesis units in a single semester (i.e., 6083A, 6083B, and 6083C) or as few as one unit. At the end of each semester a grade of Credit/No Credit is issued reflecting the student's satisfactory progress toward thesis completion. If in the final semester (BIO 6083F) of thesis enrollment the student has not completed all requirements for the thesis, the student is automatically enrolled in thesis extension status for each subsequent semester until the thesis is completed. Credit/No Credit. A thesis extension fee is charged (see fee schedule) for each semester of thesis extension.

### **BIO 6084 - Comprehensive Examination in General Biology**

(0)

This exam is required for general biology students to complete their graduation requirements if the thesis option is not chosen. Credit/No Credit.

## **BIO 6090 - Special Studies in Biology**

(1-3)

Selected studies in the area of biology as determined by the Department of Biology. Permission is required from the Chair of the Department of Biology and the course faculty. The student must be in good academic standing. Students may repeat the course for credit up to a maximum of eight (8) units. The repeated offering must cover different content.

## **BIO 6092 - Perspectives on Science**

(1)

Perspectives on Science is a monthly seminar series with speakers from research institutions and universities which address current research in their fields, including chemistry, biology, physics, astronomy, and geology. Following the seminar, students discuss research articles by the speaker. May be repeated for a total of six (6) units. Credit/No Credit.

## **BIO 6123 - Leadership in Science**

(3)

This course explores the development of a theoretical basis of the intrinsic and extrinsic motivations for exceptional performance. Students analyze the ways leadership and culture shape an organization's environment and history. Different leadership styles, personal leadership effectiveness, and both historical and contemporary leadership literature will be examined. Case studies relevant to academic biology departments, life science research labs, biotechnology companies, and biology-related non-profit organizations will be included.

## **BIO 6163 - Methods of Teaching Secondary Science**

(3)

This methodology course is designed to prepare students to teach secondary-level (Grades 7-12) and college-level science. This course includes lesson planning, intentional practice of classroom management, micro-teaching, classroom observation, group and self-evaluation, active and equitable participation for culturally, ethnically, linguistically, and academically diverse learners, and formative assessment to differentiate instruction for all learners. Topics include the following: pedagogical content knowledge, curriculum selection and design, methods and modalities of science teaching, assessment, classroom application of various forms of technology, safe laboratory management and operation, integration of language arts and mathematics in the science curriculum, and professional organizations. Instruction is aligned to the state-adopted Science Common Core Standards (7-12) and the Next Generation English Language Development Standards, and relevance to college course teaching is incorporated. Modifications for diverse learners and learners with exceptionalities are researched. [AC1] Equivalent to EDU 4034 (undergraduate level) or EDU6024 (graduate level). PLNU students who complete BIO4063 are exempt from taking EDU 4034 or EDU6024 for their preliminary single subject credential. Undergraduate students that are eligible may take this course as BIO 4063. Students with credit for BIO4063 or EDU4034 or EDU6024 are not eligible for this course.

## **Kinesiology**

## **KIN 6000 - Foundations in Kinesiology**

(3)

This course provides an overview of the theory and applications in Kinesiology with specific emphasis on the exercise and sport sciences. Leadership, professionalism, and engagement in these disciplines from a Christian approach will be emphasized. Students will engage with the concept of incorporating exercise as preventive medicine. The course will also include an exploration and overview of laboratory procedures in each discipline and facilities tour (i.e. EMG, ultrasound, metabolic cart, movement screening, exercise testing). Students will formulate an initial research or capstone project idea as part of the MS degree, interfacing with program faculty and the university library to initially form and develop their research question or capstone project.

## **KIN 6005 - Research Methods**

(3)

This course is an introduction to research methods to acquaint the student with analyzing the professional literature. The course will explore both quantitative and qualitative research methods, including descriptive and inferential statistics. Topics will include: 1) selected techniques and designs used in research, with special emphasis given to planning, conducting, and reporting of research; and 2) applied statistical analysis and interpretation of data from the field of exercise and sport science. Students will produce an original pilot research project proposal including preliminary statistical design.

*\*Students in the Sport Management concentration may substitute a BUS course for this core requirement (up to 6 units total may be substituted).*

## **KIN 6007 - Evidence-Based Practice and Research Methods**

(3)

This course provides an introduction to research methods, including exploring quantitative, qualitative and mixed-methods approaches, to acquaint students with analyzing the professional literature. Students will practice the judicious use of current best evidence in making decisions about the care of individual patients and clients, as well as the development and delivery of integrative health programs and services. Students will learn to: ask a focused question to satisfy the health and wellness needs of a specific patient or client demographic; find the best evidence by searching the literature; critically appraise the literature; apply the results in professional practice; and evaluate the outcomes.

## **KIN 6010 - Evidence-Based Practice and Decision Making in Kinesiology**

(3)

This course will enable students to practice the judicious use of current best evidence in making decisions about the care of individual patients and clients. Students will learn to integrate the best external evidence with their clinical expertise and patient concerns to: ask a focused question to satisfy the health needs of a specific patient; find the best evidence by searching the literature; critically appraise the literature; apply the results in clinical practice; and evaluate the outcomes in patients. This course is offered online.

## **KIN 6011 - Managing Personnel, Facilities, and Events in Sports**

(3)

This course will prepare sport professionals to plan athletic and fitness events, manage the personnel and facilities

associated with these events and facilities, and design effective fitness and exercise programming. Students will be exposed to industry leading sport and fitness facilities and trends throughout the southern California region through periodical visits to these facilities. Contemporary issues in entrepreneurship in the sport and fitness industries will be addressed.

### **KIN 6015 - Biomechanical and Neurological Basis of Human Movement**

(3)

Students will explore advanced concepts in biomechanics and motor control (neuromechanics). Topics will include muscle/tendon function and architecture, motion analysis, sensorimotor system architecture, reflex pathways and excitability, and postural control. A combination of lectures, group work, demonstrations, laboratory experiences and prescribed readings will be used within the course.

### **KIN 6017 - Lifestyle Medicine and Integrative Health**

(3)

This course provides an overview of paradigm shifts in the field of healthcare, highlighting an increasingly integrative approach to medicine centered on treating the whole person- body, mind and spirit. Students will explore evidence-informed conventional, complementary and alternative approaches to health care, and examine lifestyle interventions in areas such as stress management, nutrition, sleep hygiene and physical activity in order to provide a multidimensional approach to optimal health and well-being.

### **KIN 6020 - Marketing, Promotion and Public Relations in Sport**

(3)

Students will explore and develop promotional and marketing strategies involved in the spectrum of the sport and fitness industries. Students will be equipped for the high school, collegiate and professional sport settings as well as personal, group, and comprehensive fitness facilities that promote a holistic approach to wellness.

### **KIN 6025 - Special Topics in Exercise and Sports Science**

(3)

The topics of this course will alternate based on faculty expertise and student interest. Each topic will provide students with a unique opportunity to gain certification or advanced specialization in an area of their choosing. Topics may include: Applied Function and Corrective Exercise; Exercise as Preventive Medicine; Movement Interventions for Aging, Disease Prevention and Health promotion; and Electrocardiography and Interpretation.

### **KIN 6026 - Sport and Exercise Nutrition for Peak Performance**

(3)

Students in the fitness and sport performance professions will learn the science of nutrition, including cellular biology, digestion, and metabolism of macronutrients and micronutrients, as well as the practical applications of coaching individual clients in nutrition to enhance performance.

## **KIN 6027 - Behavior Change Models, Methods and Theories**

(3)

This course examines widely accepted theories, models and methods for facilitating health behavior change. Topics include, but are not limited to, the transtheoretical model of behavioral change, self-determination theory, positive psychology, and motivational interviewing.

## **KIN 6030 - Leadership in Sports**

(3)

Both historical and contemporary aspects of leadership theory will be applied to various aspects of the sport industry, including post-secondary education, athletics administration, and the rapidly-growing business of sport.

## **KIN 6035 - Advanced Practice in Movement Interventions and Corrective Exercise**

(3)

This course will provide the fitness professional with in-depth expertise in various movement interventions to improve function, eliminate pain and enhance performance. Emphasis will be placed on designing individualized strength training and corrective exercise programs, and utilizing movement screening during functional interventions.

## **KIN 6036 - Clinical Exercise Testing and Interpretation**

(3)

This course emphasizes advanced study of the theoretical basis for exercise testing and practical procedures involved with pre-exercise screening and exercise testing. The course prepares students to utilize scientific rationale to design, implement and supervise exercise programming for those with chronic diseases, conditions and/or physical dysfunctions beyond cardiovascular and pulmonary disease. Students will interpret information from screening and will apply this to appropriate exercise intervention protocols. Students will be prepared to pursue certification as an *ACSM Registered Clinical Exercise Physiologist*. Note: 600 hours of preceptor-supervised clinical experience are also required for ACSM certification.

## **KIN 6037 - Exercise and Nutrition for Health and Healing**

(3)

This course evaluates the critical role that physical activity, exercise, and nutrition play in preventing and treating chronic diseases. Students will examine current research, established guidelines and best practices in order to design and deliver comprehensive lifestyle interventions that optimize health, healing, and well-being.

## **KIN 6038 - Clinical Exercise Physiology**

(3)

This course provides a detailed analysis of the effects of exercise on the organ systems of the body. Lecture and

laboratory experiences will be related to apparently healthy populations as well as those with obesity, diabetes and metabolic syndrome. Letter Grade.

### **KIN 6040 - Finance and Economics of Sports**

(3)

This course will provide students with an introduction and relevant application of the economic principles that influence athletic, sport and fitness organizations. Students will discuss and implement budgeting, financial statements, economic impact analysis and other related topics.

### **KIN 6045 - Loaded Movement Training**

(3)

This course explores the methodology of Loaded Movement Training (LMT). Students will explore how the body adapts to LMT from a neuro, mechanical, and metabolic perspective and justify the use of LMT in an exercise program. Students will gain knowledge on how to design exercise workouts and programs using Loaded Movement Training for Sport Performance.

### **KIN 6046 - Clinical Exercise Physiology and Metabolism**

(3)

This course provides an advanced understanding of the clinical effects and physiologic adaptations of the human body to exercise interventions. The effects of exercise on the organ systems of the body will be explored through lecture and laboratory experiences with an emphasis toward combating obesity, diabetes, and metabolic syndrome. The clinical application of current research will occur in lab settings.

### **KIN 6047 - Integrative Health and Wellness Coaching**

(3)

In this course, students will apply evidence-based behavior change strategies and effective communication techniques to facilitate client-centered coaching interventions. Emphasis will be placed on the development and refinement of practical coaching skills in order to empower clients to make meaningful and sustainable lifestyle changes. This course will also survey the current landscape and future opportunities within the evolving field of health and wellness coaching in order to prepare students for work in a variety of settings.

### **KIN 6050 - Research Project Seminar in Kinesiology**

(2)

This course provides students with guidance in the research process to deepen knowledge in an area of their professional interest. Students will complete and present an original research project including preliminary statistical design, data collection, data analysis, and presentation of results.

### **KIN 6051 - Seminar in Kinesiology**

(2)

This course will engage students in relevant Kinesiology issues in order to solve current problems and lead future initiatives. Industry experts will be invited to present on a broad range of topics including sport and fitness entrepreneurship, faithful leadership, media and public relations, sport and fitness technology, corporate wellness, behavior change and other topics of interest to students.

### **KIN 6056 - Clinical Exercise Prescription**

(3)

This course prepares students to utilize scientific rationale to design, implement and supervise exercise programming for patients with chronic diseases, conditions and/or physical dysfunctions of the cardiovascular, pulmonary, metabolic, musculoskeletal, neuromuscular, and immunologic systems. Students will be prepared to pursue certification as an ACSM Registered Clinical Exercise Physiologist. Note: 600 hours of preceptor-supervised clinical experience are also required for ACSM certification.

Prerequisite(s): KIN 6036 or consent of instructor.

### **KIN 6057 - Wellness Entrepreneurship**

(3)

This course provides health and wellness professionals with a practical framework for entrepreneurship, emphasizing key principles for business success. Students will develop and apply entrepreneurial knowledge and skills necessary to make informed professional decisions regarding starting a new entrepreneurial opportunity, joining an entrepreneurial endeavor, acquiring an established business or creating a new venture within an existing organization.

### **KIN 6060 - Directed Readings**

(1)

This course provides advanced study in the essential research of a specific discipline in Kinesiology. Fundamental skills in reading and evaluating research will be acquired, including examining research paradigms, critically appraising study design and findings, and determining the practical relevance of the results. This course may be repeated for up to two units of credit.

Prerequisite(s): KIN 6005, KIN 6010 or equivalent.

### **KIN 6067 - Disruptive Health Technologies**

(3)

This course evaluates effective uses of disruptive health technologies within the health and wellness industries to support long-term behavior change and improved well-being. Students will examine the science, design and real world application of these innovative technologies as an affordable and practical tool to deliver lifestyle interventions aimed at preventing and managing chronic disease.

### **KIN 6075 - Gross Anatomy of the Musculoskeletal System**

*(3)*

This course provides students with an intensive four-week experience in anatomical cadaver dissection and the application of structure to kinesiological function. The primary purpose of this course is to provide clinicians with a solid anatomical basis for understanding normal and abnormal function of the musculoskeletal system. This information is essential for the development of effective treatment interventions. There is an additional fee of \$400 to supplement cadaver dissection associated with this course.

Prerequisite(s): Human Anatomy and Physiology or consent of Instructor.

## **KIN 6077 - Advanced Health and Wellness Coaching**

*(1)*

This course is specifically designed to deepen and refine the foundational health and wellness coaching skills developed in KIN 6047. Through case-based learning and real-world application, students will apply health and wellness coaching knowledge and skills in working with both individuals and groups. This course will also evaluate key considerations for designing and implementing integrative health and wellness coaching programs and services in a variety of professional settings.

## **KIN 6087 - Mind-Body Medicine**

*(3)*

This course explores the dynamic interplay between mind, body, and behavior. Students will examine how emotional, mental, social, and spiritual factors affect health and well-being. Emphasis will be placed on evaluating integrative health approaches to increase self-awareness, enhance self-care, and cultivate resilience in both patients and wellness professionals.

## **KIN 6088 - Internship or Practicum in Kinesiology**

*(1-3)*

The Internship or Practicum experience provides the student with practical knowledge and direct and relevant experience in their chosen discipline. Students may arrange the site(s) of internship or may inquire with their faculty advisor about opportunities in the San Diego region. Students can repeat KIN 6088 and are required to complete three units total.

Prerequisite(s): Consent of Instructor.

## **KIN 6095 - Comprehensive Examination**

*(0)*

The comprehensive examination tests mastery of applied and theoretical concepts appropriate for the Master of Science degree. Exams consist of a one-day written exam (4-6 hours). \$175

Prerequisite(s): Consent of Instructor.

## **KIN 6097 - Project Seminar in Integrative Wellness**

(2)

This course provides students with guidance in developing an applied project to deepen knowledge in a health or wellness-related area of their professional interest. Students will create and present either an original research project, curriculum-based project, or wellness-focused business plan.

### **KIN 6098 - Capstone Project**

(3)

This course provides an extended experience for the student to produce a final project on a specific topic of professional interest. Under the direction of a faculty advisor and thesis committee, and after completing KIN 6000 and KIN 6005, the student will conduct further data and will advance through the preparation and defense of a capstone project\*. This course aims to enable graduate students to gather and/or analyze data to advance their field and professional standing. The qualified student will have previously defended a project proposal successfully in KIN 6005 .

*\*Note: If a student does not successfully defend their Capstone Project, a Program Extension Fee of \$745 will be charged to the student's account each semester until they complete the project.*

Prerequisite(s): KIN 6005 or equivalent, and consent of Program Director.

### **KIN 6099 - Thesis**

(3)

This course provides an extended research experience for the student in a specific topic of professional interest. Under the direction of a faculty advisor and thesis committee, and after completing KIN 6000 and KIN 6005 , the student will conduct further empirical research and will advance through the preparation and defense of a thesis\*. Course Aim: This course aims to enable graduate students to conduct original research to advance their field and professional standing. The qualified student will have previously defended a thesis proposal successfully in KIN 6005 .

*\*Note: If a student does not successfully defend their Thesis, a Program Extension Fee of \$745 will be charged to the student's account each semester until they complete the thesis.*

Prerequisite(s): KIN 6005 or equivalent, KIN 6050 , KIN 6060 and consent of Program Director.

## **Master of Business Administration**

### **BUS 6010 - Organizational Behavior**

(3)

This course addresses organizational behavior and how it is impacted by values, diversity, and technology. Students examine the process through which managers learn to apply concepts from the behavioral sciences to observe, understand, and influence behavior in the workplace. Concepts such as motivation, leadership and application of techniques for individual and organizational growth and decision-making in a global environment are discussed.

### **BUS 6013 - Graduate Business Practical Training Independent Study**

(.5 - 4)

This course allows students to make tangible connections between skills and knowledge gained in the classroom with experience in the workplace. In addition, students gain exposure to different work cultures, management styles and professional interactions while enhancing their confidence and competence. May be repeated for a maximum of four units. Credit/No Credit.

## **BUS 6015 - Accounting for Decision Making**

*(3)*

This course develops both financial and managerial accounting concepts required by managers to analyze and communicate financial and other information as it relates to effective decision making in the coordination of managerial and organizational activities. Topics include financial statement analysis, capital and financial budgeting, performance measurement, cost-volume-profit relationships, and incremental analysis.

Prerequisite(s): Accounting Leveling Module

## **BUS 6017 - Business Ethics**

*(1)*

This course explores the theories of ethics and a process of ethical decision making in order to develop a stakeholder approach to managing in today's business environment. Students will be challenged to consider personal ethical standards (goals, norms, beliefs, and values) and to create a framework for evaluating ethical choices, resulting in the ability to develop, articulate, and implement a compelling moral decision.

## **BUS 6018 - Legal Environment of Business**

*(1)*

This course investigates the key aspects of business law relevant to leaders and managers of organizations. Topics include contracts, strict and product liability, organizational structures, alternative dispute resolution and human resource law. Case studies and case law will be used to understand and apply legal concepts.

## **BUS 6019 - Corporate Social Responsibility**

*(1)*

This course explores how companies can recognize long-term value by integrating social responsibility into their core business strategy. Students will learn how to lead corporate social responsibility efforts within organizations and become effective change agents for positive social impact.

## **BUS 6025 - Applied Research Methods**

*(3)*

This course provides the skills and tools needed to understand, evaluate and design a research method to conduct studies and use data that will inform managerial decisions in the workplace. Students will learn the process of developing a research method designed to achieve specific research objectives, and then create a method, using appropriate data collection and data analysis (quantitative, qualitative and mixed analysis). Topics include the use of secondary and primary research, customer relationship management (CRM) databases, big data, social media listening and analytics as these topics apply to the decision-making research process.

Prerequisite(s): Quantitative Techniques/Statistics Leveling Module

### **BUS 6030 - Economic Environment of Business**

(3)

This course provides an overview of analytical tools that economists use to solve business problems, as well as exposure to the economic environment within which businesses operate. Key concepts and ideas from both microeconomics and macroeconomics are introduced. The focus is to enable students to be able to identify, understand and evaluate both domestic and global drivers causing economic change. Particular attention is given to discussions of real-world applications.

### **BUS 6035 - International Business**

(3)

This course examines the challenges and opportunities in international business. Through case studies and experiential learning, this course will explore how countries differ in culture, ethics, and business practices, and review the economic, political, legal, and social framework in which international business operates. Other topics include the study of the global monetary system and the climate for foreign investment, and the examination of the strategies and structures of international business.

### **BUS 6040A - International Travel Practicum (Spring)**

(0)

This practicum is offered to students enrolled in a minimum of three units in the MBA program. The practicum consists of class meetings and assignments related to preparing for summer travel. Students who enroll in this practicum must also enroll in BUS 6040B. The practicum fee includes most travel costs excluding airfare and will vary each semester depending on these costs. Students must attend all meetings and complete all assignments to receive credit for the practicum. Credit/No Credit.

Concurrent: BUS 6040B

### **BUS 6040B - International Travel Practicum (Summer)**

(0)

This practicum is offered to students enrolled in a minimum of three units in the MBA program who have completed BUS 6040A. The practicum consists of class meetings and assignments, travel to the selected destination and corporate and cultural visits at the selected destination. The practicum fee includes any remaining travel costs not collected in BUS 6040A excluding airfare and will vary each semester depending on these costs. Students must attend all class meetings, complete all assignments, and be on time for all corporate and cultural visits to receive credit for the practicum. Credit/No Credit.

Prerequisite(s): BUS 6040A

### **BUS 6045 - Leadership**

*(3)*

This course explores the development of a theoretical basis of the intrinsic and extrinsic motivations for exceptional performance. Students analyze the ways leadership and culture shape an organization's environment and history. Different leadership styles, personal leadership effectiveness, and both historical and contemporary leadership literature will be examined.

### **BUS 6048I - Leading with Integrity**

*(1)*

This course includes presentations from executives who have led with integrity. Students will be challenged to integrate their academic knowledge, core values, and experiences as it relates to leadership. An emphasis is placed on how leaders maintain their moral character in the face of these challenges.

### **BUS 6048P - Leading with Purpose**

*(1)*

This course includes presentations from executives who have led with integrity. Students will be challenged to integrate their academic knowledge, core values, and experiences as it relates to leadership. An emphasis is placed on how putting one's purpose to work enriches the life of a leader and positively impacts those within the organization he or she leads.

### **BUS 6048S - Leading with Service**

*(1)*

This course includes presentations from executives who have led with integrity. Students will be challenged to integrate their academic knowledge, core values, and experiences as it relates to leadership. An emphasis is placed on how leaders create a strong community through service. Students will have the opportunity to participate in a service project.

### **BUS 6050 - Operational Excellence**

*(3)*

This applications-based course focuses on the execution of a firm's value proposition via an operational strategy to exceed customer expectations. Topics include business analytics, lean manufacturing and service management, enterprise resource systems and constant process improvement. In addition, the course explores the value stream design throughout the supply chain and integration of information technology across the enterprise.

### **BUS 6055 - Marketing Management**

*(3)*

This course provides an overview of marketing in a customer-driven firm, focusing on essential marketing skills needed by successful managers in all business functions. Topics include market segmentation, consumer decision making, estimating the economic value of customers to the firm, positioning the firm's offerings, pricing strategies, communication with consumers, and managing relationships with distribution partners. Students will participate in a

marketing simulation to coordinate these different elements of the marketing mix to ensure that all marketing activities collectively forge a coherent strategy.

### **BUS 6060 - Managing in a Changing Environment**

(3)

This course explores how high performance in organizations is related to the ability to adapt to changing internal and external needs, and the impact of values upon the success of the organization. Students will examine the environmental, structural, and human dynamics of organizational change, including factors bearing on organizational rigidity or flexibility. The role of leaders in implementing collaborative change processes is stressed along with a study of strategies for involving others in the design and execution of change projects in a technologically and culturally changing world.

### **BUS 6065 - Leadership Communication**

(3)

This course examines the critical role of communication for a business leader in creating a culture that adds value to an organization. The impact of perspective, perception, expectation, and purpose of a leader and followers is explored, including method, message, and outcomes to build a narrative based upon a vision.

### **BUS 6067 - Project Management and Communications**

(3)

This course examines the concepts and applied techniques for cost-effective management of projects. Key topics of focus include developing a project plan and scheduling resources, work breakdown structures, and project networks. This course also examines the current philosophies of leadership as applied to project management and identifies various styles of communication and conflict resolutions essential to project team leadership. Through case studies and various exercises, the student will develop enhanced leadership, communication, conflict management, and negotiation skills essential to project management.

### **BUS 6068 - Project Management Risk, Cost and Program Analysis**

(3)

This course presents the art and science of project risk as well as continuity management and cost management. Managing the risk of a project as it relates to a three-part systematic process of identifying, analyzing, and responding is examined through case studies. Students learn the process of cost management, early cost estimation, detailed cost estimation, and cost control using the earned value method. Students study the issues of project procurement management and the different types of contracts. Students will understand the PMI® program management processes and use tools that automate and enforce processes for managing scope changes, risk, quality, issues, schedules, resources, releases, and costs.

### **BUS 6070 - Financial Management**

(3)

This course examines various financial management opportunities and challenges faced by corporate decision makers on both theoretical and applied levels. Course topics include the analysis of financial statements, securities valuation,

risk and return, mergers and corporate control, cost of capital, securities offerings, financial planning and forecasting, capital budgeting, bankruptcy and reorganization, capital structure and business valuation.

Prerequisite(s): Finance Leveling Module and BUS 6015

## **BUS 6072 - Developing an Entrepreneurial Mindset**

(3)

This course presents a framework of the entrepreneurship process and key components, including: the entrepreneur, environment, resources, concept, and organizational context. The course explores the practical application of the development and presentation of concepts. Topics also include opportunity recognition, innovation, leveraging resources, market analysis, capitalization and start-up strategies. Students will engage in the local entrepreneurial ecosystem and apply the entrepreneurial mindset to both corporate and start-up environments.

## **BUS 6076 - New Venture Creation**

(3)

New discoveries, new technology, competition, and globalization compel both entrepreneurs and existing firms to foster innovation and agility. This course focuses on validating a business model hypothesis by testing it through product-market fit and the development of a minimum viable project (MVP) concept. It explores successful frameworks, strategies, funding techniques, business models, risks, and barriers to introducing break-through products and services. Topics include business model innovation, design-driven innovation, leadership, information technology, legal aspects, performance measurement, and change management.

Prerequisite(s): BUS 6072

## **BUS 6078 - Applied Innovation**

(3)

This course provides an advanced theoretical foundation and a set of practical tools applicable to fast changing and innovative environments. The course explores innovation challenges from start to finish and provides an in-depth understanding of the key tenets of design thinking and how to incorporate them into the workplace. Students will be constantly challenged with innovation and entrepreneurial experiences, while learning how to navigate in changing environments. A variety of learning tools will be used, including simulations, games and role-playing.

## **BUS 6080 - Field Experience**

(3)

This course provides students the opportunity to complete a project-based field experience. The field experience requires students to apply various business theories, concepts and skills to real world business applications. Student-consulting teams will meet with business executives to determine needs, solve problems and present results. The experience provides students with opportunities to observe and evaluate the inner workings, management, and operations of organizations and businesses in various industries and sectors of the economy.

## **BUS 6090 - Special Studies in Business Administration**

*(1-3)*

This course presents selected studies in an area of Business Administration as determined by the Fermanian School of Business. Permission is required from the Dean of the Fermanian School of Business and the course faculty. The student must be in good academic standing. Students may repeat the course for a maximum of six units. The repeated course must cover different content.

### **BUS 6095 - Strategic Management**

*(3)*

This capstone course focuses on a thorough understanding of the analytical techniques and skills necessary to identify, develop, and implement successful business strategies. Utilizing an intensive case-study approach, students demonstrate an understanding of the main elements of the strategic management process, including a semester-long detailed strategic plan analysis of an existing corporation. In addition, the course integrates knowledge and skills students have mastered in previous courses.

Pre or Corequisite(s): Business Integration and Strategic Management Leveling Module

### **Christian Ministry**

#### **CHU 6052 - Christian Tradition**

*(3)*

A survey of the history of Christian thought.

#### **CMI 6012 - Christian Formation**

*(3)*

A study of Christian formation including personal and congregational practices that contribute to mature faith formation and healthy ministerial personhood and practice.

#### **CMI 6022 - Preaching and Teaching the Scripture**

*(3)*

An engagement with the texts of scripture to consider their use in Christian proclamation and the appropriate methods and practices to facilitate that use.

#### **CMI 6046 - Church in Mission**

*(3)*

A survey of the nature and mission of the Church and the relationship of ecclesiology to other major Christian doctrines.

#### **CMI 6062 - Leadership and Ministry**

*(3)*

A study of biblical, theological and practical understandings of leadership in the Church.

### **CMI 6076 - Christian Mission in Local Contexts**

*(3)*

A study of the social, cultural, and demographic contexts of ministry as related to the mission of the Church.

### **CMI 6077 - Congregational Discipleship and Formation**

*(3)*

An exploration of congregational practices that form persons and communities into faithful disciples. Attention is given to how theology informs the educational and formative practices of local congregations.

### **CMI 6078 - Pastoral Care and Counseling**

*(3)*

What is the pastor's role in offering and equipping the faith community to provide holistic forms of Christian care? Basic skills will be honed for short-term crisis pastoral counseling, when to refer to medical and psychological counseling, and how to organize lay ministries for care. Special focus will be given to clergy ethics and ongoing self-care and spiritual health for ministry leaders.

### **CMI 6082 - Stewardship and Management in Ministry**

*(3)*

This course presents the principles of finance as they relate to pastoral involvement in church and life, church budgeting, fund raising, building financing, family budgeting, and long-range financial planning.

### **CMI 6090 - Special Studies in Christian Ministry**

*(1-3)*

This course presents selected studies in an area of Christian ministry as determined by the School of Theology and Christian Ministry. Permission is required from the Dean of the School of Theology and Christian Ministry and the course faculty. The student must be in good academic standing. Students may repeat the course for up to a total of nine units.

## **Master of Ministry~Spanish**

### **BIB 6005S - Estudio de las Sagradas Escrituras**

*(3)*

Una exploración de la literatura y de la teología del Canon Cristiano prestando especial atención a los textos antiguos y su relevancia para el ministerio Cristiano.

Contenido del curso:

- La autoridad de las escrituras que se consideran canónicas
- Un estudio de libros, textos y géneros del Antiguo y Nuevo Testamento

## **Organizational Leadership**

### **BST 3004 (B,C,J,L,N) - Biblical Perspectives**

*(4)*

This course reflects PLNU's commitment, as a Christian liberal arts college, to nurturing an appreciation for Scripture as the basis for creative personal faith and human life in the modern world. It is designed to foster knowledge and understanding of the literature and history of the Bible and to integrate faith, learning, and living from a Wesleyan perspective.

Offered As: BST3004B, BST3004C, BST3004J, BST3004L, BST3004N

### **LDR 3000 - Foundations of Research Writing**

*(1)*

This course focuses on preparing students to analyze and produce professional proposals, reports, presentations, and discussions. Students will learn foundational research skills to enhance their oral and written communication. Successful completion of the course will develop students' understanding of research processes and prepare them to engage in academic and professional settings.

### **LDR 3001 - Personal Leadership Development**

*(4)*

This course focuses on strengthening students' understanding of leadership while preparing them to build effective teams, resolve strategic problems, and drive change through the organization. This course will help students to refine personal leadership skills to solve problems collaboratively and to lead with confidence while sharpening analytical skills, improving self-awareness, and gaining a fresh perspective on what paradigms need to shift in order to accomplish their leadership objectives.

### **LDR 3002 - Group and Organizational Behavior**

*(4)*

This course explores group interaction principles and processes and the necessary role of teams in the workplace. Students will be introduced to theoretical and practical concepts for understanding and analyzing group and organizational behavior. Additionally, students will practice and develop group communication skills while addressing topics such as group problem solving, group dynamics, and decision-making.

### **LDR 3003 - Effective Interpersonal Relations**

*(4)*

This course examines communication and interpersonal relations within a productive work environment. Students will examine principles of effective communication and connection through case studies, discussions, small group work, and exercises focused on non-verbal communication, constructive feedback, and conflict resolution. Students will develop a plan for fostering effective relationships.

### **LDR 3020 - Critical Analysis in Research Writing**

*(1)*

This course focuses on developing a case study research project by identifying a problem or topic that is relevant, reviewing prior research, and determining the research problem, questions, and solutions. Students will discover how to determine the relevancy of a topic, how to research previous studies and how to formulate research questions to critically analyze the various aspects of their research project.

Prerequisite(s): LDR 3000

### **LDR 4002 - Resource Management**

*(4)*

This course examines the role of managers in relation to understanding and managing the resources under their control including fiscal resources, human resources, production resources, and marketing resources. This course focuses on a pragmatic approach to understanding fiscal statements, forecasting, planning, budgets, inventory, employee retention, hiring, and understanding marketing efforts and the true cost of customers and lead generation. This course has a special ethical and biblical emphasis regarding stewardship and handling all resources with care and respect.

### **LDR 4003 - Personal and Professional Ethics**

*(4)*

This course explores a theoretical and applied understanding of ethics within personal and professional leadership contexts. Students are invited to critically consider how ethical values influence workplace decision-making and interactions with key stakeholders. Additionally, students are encouraged to navigate areas of difference in order to find common ground across diverse perspectives. Topics include ethics in business, professional civility, respect for human rights, and upholding a responsible lifestyle in the contemporary world. Ethical theories and personal values are examined through readings, analysis of the workplace, and classroom discussions.

### **LDR 4004 - Principles of Management**

*(4)*

This course focuses on the fundamentals of managing teams and organizations. This course integrates technical tools, organizational awareness, and applicable theories and principles that are needed to understand the evolving nature of managing and leading in organizations. Motivational theory and its application to individuals and groups are analyzed, in addition to how productivity is enhanced in a changing global environment. Students will develop an understanding of how to align their leadership with specific concepts of management in order to successfully lead individuals, teams, and organizations.

### **LDR 4020 - Strategic Implementation in Research Writing**

*(1)*

This course focuses on exploring a leadership scenario by researching an organization that is of particular interest to the student. Students will consider how to lead and direct an organization through the leadership scenario by creating a research project that includes: an executive summary, proposal, and implementation plan of how the dilemma will be addressed.

Prerequisite(s): LDR 3020

## **LDR 4024 - Capstone in Organizational Leadership**

*(1)*

This culminating course provides learners with an opportunity to reflect upon leadership theories and management concepts learned throughout the program. Students will critically think about how these theories and concepts have impacted their own leadership development and how they operate in an organization. In this course, students will continue to research topics that enhance their understanding of organizational culture and policies. Student will create a leadership portfolio that highlights assignments, projects, and presentations completed in this course, as well as in their previous BAOL courses.

This course will focus on the presentation of the work done by the students to the rest of the class and interested observers.

Prerequisite(s): LDR 4020

## **SCL 3002 - Group and Organizational Behavior**

*(3)*

This course explores group interaction principles and processes and the necessary role of teams in the workplace. Students will be introduced to theoretical and practical concepts for understanding and analyzing group and organizational behavior. Additionally, students will practice and develop group communication skills while addressing topics such as group problem solving, group dynamics, and decision-making.

## **SCL 4001 - Cultural Influences in the Work Place**

*(4)*

This course examines the increasingly diverse workplace and the need to expand our understanding of cultural influences on values, behaviors and forms of communication. It is an opportunity to recognize our own cultural influences in the workplace, situations that result from cross-cultural miscommunication or misunderstanding, and developing strategies to ensure cross cultural competency. Rather than a course on political correctness, students will build their cultural competence through the application of Christian virtues that inform acceptance and love in a world of segregation and intolerance.

## **Philosophy**

### **PHL 6011 - Christian Ethics**

(3)

This course studies major Christian ethical theories and view of the moral life. It also examines contemporary moral issues such as justice, war, peace, work, and family.

## **School of Education**

### **EDU 60CP1 - Clinical Practice Seminar I**

(1)

This seminar course supports the Clinical Practice I experience through classroom inquiry and reflection on the general education curriculum and California standards, including the principles of effective classroom management, teaching methods, differentiation of instruction, lesson planning and delivery, and parent communication. Emphasis is placed on the modification of lessons and instructional support of English learners, diverse learners, and learners with exceptionalities. Candidates explore school and community demographics and consider methods for teaching diverse populations. A TPA Assessment fee is attached to this course. All candidates who are preparing for their first preliminary credential must enroll in EDU60CP1 during their first clinical practice placement and EDU 60CP2 during the second placement.

Corequisite(s): EDU 6030, EDU 6032, EDU 6040, EDU 6042, EDU 6070M, EDU 6070S, EDU 6072M, EDU 6072S

### **EDU 60CP2 - Clinical Practice Seminar II**

(1)

This seminar course supports the Clinical Practice II experience through additional classroom inquiry and reflection on appropriate instructional strategies for learners with disabilities, the principles of effective classroom management, teaching methods, differentiation of instruction, lesson planning and delivery, and parent communication. Emphasis is placed on the modification of lessons and instructional support of English learners, diverse learners, and learners with exceptionalities. Candidates continue to explore school and community demographics and consider methods for teaching diverse populations.

Corequisite(s): EDU 6034, EDU 6036, EDU 6044, EDU 6046, EDU 6074M, EDU 6074S, EDU 6076M, EDU 6076S

### **EDU 6000 - Foundations of Education and Learning Theory**

(3)

This survey course provides an overview of the major laws and principles regarding the historical and contemporary purposes, roles, and functions of education in American society as well as an overview of the major concepts, theories, and research related to the cognitive, linguistic, social, emotional, and physical development of children and adolescents. Wesleyan perspectives in education are introduced.

### **EDU 6001 - Language Acquisition and Diverse Populations**

(3)

This theory course focuses on the principles of language acquisition and effective instructional practices for English learners. It further examines the pedagogy of educational equity to provide English learners access to the core curriculum. Foundational knowledge and classroom instructional practices are linked through the systematic study of

phonemic awareness, oral language, and literacy development. Special emphasis is placed on the Structured English Immersion model as practiced in California schools. Effective instructional strategies that ensure active and equitable participation of learners who are culturally, ethnically, and socioeconomically diverse are introduced and applied through fieldwork experiences. This course requires 20 hours of observation in the field.

## **EDU 6002 - Foundations of Special Education**

*(3)*

This survey course provides an overview of the major educational practices, theories, and research regarding diverse learners with disabilities. Emergent issues and best practices, including differentiated instruction, curricular adaptations and modifications, compliance with laws, ethical concerns, and characteristics and needs of learners with disabilities, will be examined. Principles of effective collaborative and interdisciplinary teaming, positive behavior supports, and inclusive educational programming are addressed. This course meets the special education mainstreaming requirement for all preliminary teaching credentials. This course requires 20 hours of observation in the field.

## **EDU 6003 - Classroom Assessment and Research Practices**

*(3)*

This methodology course analyzes assessment types, practices, and instruments used to evaluate student academic achievement utilizing formative, summative, formal, informal, as well as classroom-based and standardized measures. Candidates apply the knowledge and skills to design both whole class and differentiated instruction and California State Standards-based assessments based on student profiles. The relationship between theory and practice provides the basis for reflection to encourage application of research-based assessment strategies in the classroom. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied. Technology for teaching and learning is integrated in the course.

## **EDU 6010 - Methods of Teaching Reading and Writing**

*(3)*

This methodology course provides intensive instruction grounded in sound research to enable candidates to deliver a comprehensive program of systematic, explicit, and meaningfully-applied instruction in reading, writing, listening, and speaking. Opportunities for candidates to learn, understand, and effectively use materials, methods, and strategies to include culturally diverse literature for all learners are provided. Instruction is aligned to the state-adopted English Language Arts Common Core Standards (K-8) and the Next Generation English Language Development Standards. This course includes intentional practice of classroom management, active, and equitable participation for culturally, ethnically, linguistically, and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through fieldwork experience. Technology for teaching and learning is integrated in the course. This course requires 20 hours of observation in the field.

## **EDU 6011 - Interdisciplinary Approaches to Teaching in the Content Areas**

*(3)*

This methodology course emphasizes a cross-curricular approach to content-based instruction through critical thinking skills, basic analysis skills, study skills, and specific teaching strategies and methodology for active forms of learning. The process of interrelation of ideas and information within and across science, social studies, health, and physical

education utilizing the academic content standards is emphasized. Included in this course is the integration of reading, writing, listening, and speaking across content areas. Instruction is aligned to the California State Standards (K-8) and the language needs of all learners. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied. Technology for teaching and learning is integrated in the course.

### **EDU 6012 - Differentiated Mathematics Instruction for All Learners**

(3)

This methodology course addresses the planning of content-specific instruction and delivery of content consistent with Common Core (K-8) mathematics standards and the language needs of all learners. The interrelated components of a balanced program of mathematics and the fostering of positive attitudes toward mathematics are stressed. This course includes instruction in how to model concepts and teach learners to solve problems using multiple strategies and to anticipate, recognize, and clarify mathematical misunderstandings that are common among (K-8) learners. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically, and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through fieldwork experience. Technology for teaching and learning is integrated in the course. This course requires 20 hours of observation in the field.

### **EDU 6017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education**

(.5 - 2)

This course offers candidates the opportunity to develop knowledge, skills and dispositions related to contemporary issues and challenges in California's teaching/learning systems. Special attention will be given to those issues that impede or aid positive school, classroom and community cultures and students' general academic and social success. Utilizing an interdisciplinary focus grounded in Educational Learning/Teaching Theory and pedagogy, candidates explore personal and professional planning practices of self-assessment, missional or life purpose development. Must be taken four times.

### **EDU 6020 - Literacy Instruction for Secondary Teachers**

(3)

This methodology course teaches the knowledge and skills necessary to support the literacy development of secondary learners, including English learners, across the content areas. The core areas of reading, writing, listening, and speaking, as outlined in the English Language Arts (7-12) California State Standards, and the English Language Development standards, serve as the foundation and the focus. The development of reading comprehension skills, vocabulary development, and literary response and analysis and culturally diverse literature are emphasized. Instruction also emphasizes reading and writing across the curriculum to support content area knowledge. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through fieldwork experience. This course requires 20 hours of observation in the field.

### **EDU 6021 - General Methods for Secondary Teachers**

(3)

This methodology course explores current pedagogy and its research underpinnings with the goal of implementing specific strategies, techniques, and practice of the methods presented. Candidates will demonstrate mastery of specific competencies, including literacy and language development in detailed lesson plans to make content accessible to all learners through developmentally appropriate pedagogy, effective questioning techniques, and use of appropriate resources. Candidates' demonstration lessons provide opportunity for reflection on attempted practices. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through fieldwork experience. Technology for teaching and learning is integrated in the course. This course requires 20 hours of observation in the field.

### **EDU 6022 - Methods of Teaching Secondary Language Arts**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful teaching of language arts. Candidates become familiar with a variety of specific methods to use in teaching literature, composition, and language. The topics explored include the following: trends in English curriculum development, the six-trait writing process, assessment, classroom application of various forms of technology, and professional organizations. Instruction is aligned to the state adopted English Language Arts California State Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4032 or LIT 5035 Methods of Teaching English (3). PLNU students who complete EDT 4032 or LIT 5035 are exempt from taking EDU 6022 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6023 - Methods of Teaching Secondary Mathematics**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful teaching of mathematics content. Topics include: strategies and models for developing mathematical concepts, building skills for understanding and communicating mathematical ideas effectively, and techniques for teaching critical thinking and problem solving. Attention is also given to the following: methods of presentation, awareness of national mathematics organizations, the writing of unit/daily lesson plans, microteaching of a math lesson, selection of materials, inclusionary practices, classroom application of various forms of technology, and techniques for assessment. Instruction is aligned to the state-adopted Mathematics Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4033 or Mathematics 4063 Secondary School Mathematics (3). PLNU students who complete EDT 4033 or Mathematics 4063 are exempt from taking EDU 6023 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6024 - Methods of Teaching Secondary Science**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful teaching of life and physical sciences. Topics include the following: pedagogical content knowledge, curriculum selection and design, safe laboratory management and operation, integration of language arts and mathematics in the science curriculum, methods and modalities of science teaching, assessment, classroom application of various forms of technology, and professional organizations. Micro-teaching, classroom observation and group and self-evaluation are included. Instruction is aligned to the state-adopted Science Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically, and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4034 (3). PLNU students who complete EDT 4034 are exempt from taking EDU 6024 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6025 - Methods of Teaching Secondary Social Science**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful teaching of both the social and behavioral sciences. Topics include the following: instructional planning, evaluation and questioning techniques, research methods, and professional organizations. Instruction is aligned to the state-adopted Social Science Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4035 (3). PLNU students who complete EDT 4035 are exempt from taking EDU 6025 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6026 - Methods of Teaching Secondary Foreign Language**

(3)

This methods course is based on the organizing principles of the California State Framework, the National Standards for the Learning of Foreign Languages in the 21st Century, the American Council on the Teaching of Foreign Guidelines, and current research in methodology in foreign language instruction. Topics include the following: instructional planning, selection and classroom application of various forms of technology, evaluation and questioning techniques, research methods, and professional organizations. Each candidate will develop a unit of instruction suitable for a secondary level classroom. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4036 (3). PLNU students who complete EDT 4036 are exempt from taking EDU6026 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6027 - Methods of Teaching Secondary Visual Arts**

(3)

This methods course introduces the study to the theory and practice of teaching visual arts in secondary schools. Content is designed to address content areas of the California Visual Arts Standards in middle and high schools. Topics include the following: instructional planning and classroom management, selection and classroom application of

various forms of technology, evaluation and questioning techniques, state and national content standards and assessments, research methods, professional organizations (National Association of Art Educators), and the inclusive classroom. Each candidate develops a unit of instruction suitable for a secondary level classroom. Each candidate is required to prepare a final portfolio of the work in the course. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4037 or ART 4055 Visual Arts in the Classroom II (3). PLNU candidates who complete EDT 4037 or ART 4055 are exempt from taking EDU 6027 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6028 - Methods of Teaching Secondary Physical Education**

(3)

This methods course introduces the philosophical bases, instructional techniques and procedures, and the various elements involved in teaching physical education at the secondary level. Topics include the following: classroom teaching methods, practical application, and the California State Framework in Physical Education. Each candidate is required to prepare a final portfolio of the work in the course. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4038 (3). PLNU candidates who complete EDT 4038 are exempt from taking EDU 6028 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6029 - Content-Specific Pedagogy of Secondary Teachers**

(3)

This methodology course introduces candidates to a variety of assessments, instructional, and management strategies as related to secondary content subject matter. Candidates explore the delivery of instruction in the content areas in which they seek their credential with extensive research, practice, and reflection. Topics include the following: lesson planning and formative assessment. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to EDT 4039 or Music Education 4054 Secondary School Music Methods (3). PLNU candidates who complete EDT 4039 or Music Education 4054 are exempt from taking EDU 6029 for their preliminary single-subject credential program but must replace it with three (3) units of a graduate-level elective for the MAT degree.)

### **EDU 6030 - Elementary Clinical Practice I (CalTPA Cycle 1)**

(4)

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university-assigned elementary classroom with a Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in the elementary classroom. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for

credential completion. Credit/No Credit.

Corequisite(s): EDU 60CP1

### **EDU 6032 - Intern Elementary Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the Intern candidate with an opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor. Candidates learn to manage and apply instructional strategies in the elementary classroom with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDU 60CP1

### **EDU 6034 - Elementary Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This course is the second Clinical Practice teaching experience. Candidates are assigned to a different content area and/or grade level in an elementary classroom than in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in this new elementary classroom setting. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

### **EDU 6036 - Intern Elementary Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This Clinical Practice experience provides the Intern candidate with an additional opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor. Interns complete all their Supervised Intern Teaching in the grade level where they have been hired as "Teacher of Record." Candidates continue to learn to manage and apply instructional strategies in the elementary classroom with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

## **EDU 6040 - Secondary Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university-assigned secondary classroom with a Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in the secondary classroom. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communications. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDU 60CP1

## **EDU 6042 - Intern Secondary Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the Intern candidate with an opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor. Interns complete all their Supervised Intern Teaching in the grade level/content area where they have been hired as "Teacher of Record." Candidates learn to manage and apply instructional strategies in the secondary classroom with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDU 60CP1

## **EDU 6044 - Secondary Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This course is the second Clinical Practice teaching experience. Student Teachers are assigned to a different content area and/or grade level in a secondary classroom than in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in this new secondary classroom setting. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

## **EDU 6046 - Intern Secondary Clinical Practice II (CalTPA Cycle 2)**

(4)

This Clinical Practice experience provides the Intern candidate with an additional opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor. Interns complete all their Supervised Intern Teaching in the grade level/content area where they have been hired as "Teacher of Record." Candidates continue to learn to manage and apply instructional strategies in the secondary classroom with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

### **EDU 6048 - Intern Support Seminar**

(3)

This course is designed to support the intern candidate in her/his classroom and educational setting. The intern candidate will receive a minimum of 10 hours of direct support from a university intern coach, which includes instructional strategies for English Learners and sound pedagogy. May be repeated more than once.

### **EDU 6050 - Assessment and Services for Students with Disabilities**

(3)

This methodology course explores current knowledge and best practice in the screening, referral, assessment, and placement procedures necessary to identify and qualify learners with disabilities for special education services. The significant issues of learners with disabilities is reviewed through discussions of the developmental, academic, behavioral, social, communication, vocational, and community life skill needs of individual learners in order to develop and implement effective programs. Strategies in consultation and coordination of the assessment process are addressed.

### **EDU 6051 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities**

(3)

This methodology course provides current knowledge in the major educational practices of special education, including emergent issues, theories, and research as they relate to curricular and instructional decision-making for learners with mild/moderate disabilities. This course provides the necessary knowledge regarding curriculum, instruction, and technology, learning methodology and skill acquisition necessary to provide special education services.

### **EDU 6052 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement**

(3)

This methodology course provides expanded knowledge regarding the synthesis of all aspects of educating learners with disabilities. The candidate is given the opportunity to synthesize information related to the assessment of standards, short-range and long-range planning for learners, transition services language, and the effective use of

consultation and collaboration skills. An emphasis of this course is training for collaboration with learners, parents, family members, school personnel, and agency representatives to build teams to ensure effective transitions across the lifespan of all learners.

### **EDU 6053 - Principles of Language Acquisition for Students with Moderate/Severe Disabilities**

(3)

This theory course specifically examines issues of language acquisition as related to learners with moderate/severe disabilities. Areas examined include assessment, behavior management, and communication styles that impact learning. The development of appropriate IEP goals, assistive technology, augmentative communication, and social skills instruction are emphasized. This course focuses on the principles of language acquisition and effective instructional practices for English learners. It further examines the pedagogy of educational equity to provide English learners access to the core curriculum. Foundational knowledge and classroom instructional practices are linked through the systematic study of phonemic awareness, oral language, and literacy development. Special emphasis is placed on the Structured English Immersion model as practiced in California schools. Effective instructional strategies that ensure active and equitable participation of learners who are culturally, ethnically, and socio-economically diverse are introduced and applied. This course requires 20 hours of observation in the field.

### **EDU 6054 - Methods of Teaching Students with Moderate/Severe Disabilities**

(3)

This methodology course examines curriculum and instruction appropriate for individualized services including supplementary aids, services, and technology. Curricular issues addressed include modification of the curriculum within inclusive settings and natural environments, selecting appropriate curricula materials, developing and modifying appropriate curricula, and developing individual instructional plans based on formative assessment. This course requires 20 hours of observation in the field.

### **EDU 6055 - Organization and Management for Success in the Moderate/Severe Classroom**

(3)

This methodology course focuses on issues of managing the learning environment to promote success in inclusive settings for learners with moderate/severe disabilities. Techniques in training support personnel to actively use appropriate monitoring systems for support in classroom settings and natural environments are studied. Strategies related to positive behavior supports across all learning environments are emphasized.

### **EDU 6070EP - Clinical Practice Practicum - Multiple Subject**

(4)

This Clinical Practice practicum experience provides the Multiple Subject candidate with the opportunity to work directly with learners with the support of a district cooperating teacher and a university supervisor. This course is designed for those candidates who hold a valid preliminary credential in the state of California and are seeking an additional preliminary credential in a new area. Candidates learn to manage and apply instructional strategies unique to the new credential with the support of a district Cooperating Teacher and a University Supervisor. Credit/No Credit.

Prerequisite(s): Approval of the Associate Dean of the School of Education for Clinical Practice Practicum and completion of all Teacher Education admission and course requirements.

### **EDU 6070HP - Clinical Practice Practicum - Single Subject**

*(4)*

This Clinical Practice practicum experience provides the Single Subject candidate with the opportunity to work directly with learners with the support of a district cooperating teacher and a university supervisor. This course is designed for those candidates who hold a valid preliminary credential in the state of California and are seeking an additional preliminary credential in a new area. Candidates learn to manage and apply instructional strategies unique to the new credential with the support of a district Cooperating Teacher and a University Supervisor. Credit/No Credit.

Prerequisite(s): Approval of the Associate Dean of the School of Education for Clinical Practice Practicum and completion of all Teacher Education admission and course requirements.

### **EDU 6070M - Special Education Mild-Moderate Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university assigned classroom setting with a Cooperating Teacher and focus on the general education curriculum and California standards. The candidate is placed in an inclusive classroom that serves general education students as well as students with disabilities. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver the general education curriculum and California standards. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDU 60CP1

### **EDU 6070MP - Clinical Practice Practicum - Education Specialist, Mild/Moderate**

*(4)*

This Clinical Practice practicum experience provides the Mild/Moderate Education Specialist candidate with the opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor. This course is designed for those candidates who hold a valid preliminary credential in the state of California and are seeking an additional preliminary credential in a new area. Candidates learn to manage and apply instructional strategies unique to the new credential with the support of a district Cooperating Teacher and a University Supervisor. Credit/No Credit.

Prerequisite(s): Approval of the Associate Dean of the School of Education for Clinical Practice Practicum and completion of all Teacher Education admission and course requirements.

### **EDU 6070S - Special Education Moderate-Severe Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university assigned classroom setting with a Cooperating Teacher and focus on the general education curriculum and California standards. The candidate is placed in an inclusive classroom that serves general education students as well as students with disabilities. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver the general education curriculum and California standards. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion.

Corequisite(s): EDU 60CP1

### **EDU 6070SP - Clinical Practice Practicum - Education Specialist, Moderate/Severe**

*(4)*

This Clinical Practice practicum experience provides the Moderate/Severe Education Specialist candidate with the opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor. This course is designed for those candidates who hold a valid preliminary credential in the state of California and are seeking an additional preliminary credential in a new area. Candidates learn to manage and apply instructional strategies unique to the new credential with the support of a district Cooperating Teacher and a University Supervisor. Credit/No Credit.

Prerequisite(s): Approval of the Associate Dean of the School of Education for Clinical Practice Practicum and completion of all Teacher Education admission and course requirements.

### **EDU 6072M - Intern Mild/Moderate Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the Mild/Moderate Education Specialist Intern candidate with an opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor and focus on the general education curriculum and California standards. Candidates learn to manage and apply instructional strategies related to the general education curriculum and California standards with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDU 60CP1

### **EDU 6072S - Intern Moderate/Severe Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the Moderate/Severe Education Specialist Intern candidate with an opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor and focus on the general education curriculum and California standards. Candidates learn to manage and apply instructional strategies related to the general education curriculum and California standards with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication.

The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDU 60CP1

### **EDU 6074M - Special Education Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This Clinical Practice experience provides the Mild/Moderate Education Specialist candidate an opportunity to focus on instructional strategies appropriate for learners with disabilities. Student teachers are assigned to a different content area, grade level, or special education service area other than that in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies appropriate for learners with disabilities under the leadership of the Cooperating Teacher to learn to manage and deliver instruction. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. Throughout the Clinical Practice experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

### **EDU 6074S - Moderate/Severe Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This Clinical Practice experience provides the Moderate/Severe Education Specialist candidate an opportunity to focus on instructional strategies appropriate for learners with disabilities. Student teachers are assigned to a different content area, grade level, or special education service area other than that in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies appropriate for learners with disabilities under the leadership of the Cooperating Teacher to learn to manage and deliver instruction. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. Throughout the Clinical Practice experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

### **EDU 6076M - Intern Mild/Moderate Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This Clinical Practice experience provides the Mild/Moderate Education Specialist Intern candidate with an additional opportunity to work directly with learners with the support of a district Cooperating Teacher and a University Supervisor. Interns will complete all their Supervised Intern Teaching in the grade level/content area where they have

been hired as "Teacher of Record." Candidates continue to learn to manage and apply instructional strategies appropriate for learners with disabilities with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Approval for Intern Clinical Practice II and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

### **EDU 6076S - Intern Moderate/Severe Clinical Practice II (CalTPA Cycle 2)**

(4)

This Clinical Practice experience provides the Moderate/Severe Education Specialist Intern candidate with an additional opportunity to work directly with learners with the support of a district cooperating teacher and a university supervisor. Interns will complete all their Supervised Intern Teaching in the grade level/content area where they have been hired as "Teacher of Record." Candidates continue to learn to manage and apply instructional strategies appropriate for learners with disabilities with the support of the district Cooperating Teacher and the University Supervisor. Candidates demonstrate basic skills in appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s):

Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDU 60CP2

### **GED 6001 - Foundations of Leadership and Educational Issues**

(3)

A study of leadership theory and skills in the context of today's management/administrative problems as they relate to current critical educational issues, especially those in public education (may be substituted for GEL 6007).

### **GED 6002 - Individual Student Learning Styles and the Effective Teacher**

(3)

A study of a variety of the most effective strategies developed through research, learning theory and effective schools.

### **GED 6005 - Performance Improvement with Design Thinking**

(3)

Performance Improvement is a process of selection, analysis, design, development, implementation, and evaluation of programs to most cost-effectively influence human behavior and accomplishment in the creation of personal, team and organizational learning. It is a systematic combination of three fundamental processes: performance analysis, cause analysis, and intervention selection, and can be applied to individuals, small groups, and large organizations. Students will study a systematic approach to improving productivity and competence, using a set of methods and procedures -- and a strategy for solving problems grounded in systems and design thinking. Case studies, individual

research and action learning will be used to understand and apply the principles of Performance Improvement using Team Based Learning and individual assessments.

## **GED 6008 - Educational Psychology**

*(3)*

Candidates explore learning from perspectives of behavioral, cognitive and human psychology, centering on such topics as developmental states, intelligence, culture, mainstreaming, motivation, evaluation, and classroom discipline.

## **GED 6013 (A,B,C) - Reflective Coaching Seminar Year 1**

*(3) Offered in one (1) unit increments in concurrent semesters*

This course is designed for candidates who are clearing their preliminary credential through a university option. Candidates participate in a reflective coaching with a site and university mentor each semester and demonstrate advanced proficiency in content knowledge and pedagogy through PLNU formative assessments aligned with state-adopted content standards and the California Standards for the Teaching Profession (CSTP). Candidates must hold a preliminary credential and be serving as the teacher of record as they complete the requirements for this course. The Reflective Coaching is in partial fulfillment of the Clear Credential. Credit/No Credit.

## **GED 6014 (A,B,C) - Reflective Coaching Seminar Year 2**

*(3) Offered in one (1) unit increments in concurrent semesters*

This course is designed for candidates who are clearing their preliminary credential through a university option. Candidates participate in a reflective coaching with a site and university mentor and demonstrate advanced proficiency in content knowledge and pedagogy through PLNU formative assessments aligned with state-adopted content standards and the California Standards for the Teaching Profession (CSTP). Candidates must hold a preliminary credential and be serving as the teacher of record as they complete the requirements for this course. The Reflective Coaching is in partial fulfillment of the Clear Credential. Credit/No Credit.

Prerequisite(s): GED 6013 (A,B,C)

## **GED 6016 - Curriculum Development, Innovation, and Evaluation**

*(3)*

This course provides candidates the opportunity to explore current innovations in teaching and learning as well as to examine their own teaching style in order to better meet the needs of diverse learners. The content of this course includes Models of Teaching and provides an in-depth analysis of Behavioral, Information Processing, Personal and Social models. Candidates also examine the principles and problems of pedagogy, curriculum development, procedures for evaluation of curriculum and curricular innovation, and methods for stimulating changes in teaching and learning environments.

## **GED 6022 - Advanced Special Education Assessment and Analysis of Behavior**

*(3)*

This course provides the candidate with advanced and applied strategies for students with disabilities impacting appropriate social and emotional functioning. The course addresses conceptual models of behavioral deficits, social,

academic, and behavioral interventions, and current legal issues in special education. Special emphasis will be placed on conducting functional behavior assessments, designing data-driven instruction, working with individual and group problem solving skills, and understanding positive behavior supports by use of formal and informal assessments.

## **GED 6028 - Using Technology to Enhance Teaching and Learning**

(2)

This course provides candidates the additional preparation they need to be fluent, critical users of technology, able to provide a relevant education to those who seek life-long learning in an information-based, interactive society. Candidates make appropriate and efficient use of software applications and related media to access and evaluate information, analyze and solve problems, and communicate ideas in order to maximize the instructional process. The use of technology supports teaching and learning regardless of individual learning style, socioeconomic background, culture, ethnicity, or geographic location. Candidates integrate technology-related tools into the educational experience of students, including those with special needs.

## **GED 6028P - Instructional Technology Project**

(1)

This technology project course provides candidates the opportunity to make appropriate and efficient use of software applications and related media using content learned in GED 6028. Using technology resources and guidance of the instructor, candidates will access and evaluate information, analyze and solve problems, and communicate ideas in order to maximize the instructional process. Credit/No Credit.

## **GED 6030 - Assessment and Design of Hybrid and On-Line Learning**

(3)

One of two core courses in the Instructional Design with Technology certification focused on using a variety of technologies to assess, design and deliver effective instruction in a hybrid or online format. The course is delivered in modules of learning content and participants will learn the components of creating a student-centered learning environment using technology to deliver quality online instruction. This course focuses heavily on best practices for online instruction and includes a faith integration component to affirm and promote a strong Christian community for students.

Prerequisite(s): GED 6016 and GED 6028

## **GED 6033 - Educational Law and Finance**

(3)

Legal principles, laws relating to children, students, and school management; principles of financing public education; practices, techniques, and problems associated with financial administration of schools.

## **GED 6034 - Transition Services for Students with Disabilities**

(3)

This course is designed to expand upon the candidate's knowledge of transition services for students with disabilities. Each candidate is required to demonstrate knowledge of and the ability to implement factors associated with successful

planning and implementation of transitional life experiences. Each candidate will collaborate with personnel from other educational and community agencies, students, and families to plan for successful transitions by students.

### **GED 6037 - Development and Implementation of Hybrid and On-line Learning**

(3)

One of two core courses in the Instructional Design with Technology certification focused on course development and initial course implementation using a variety of technologies to design and deliver instruction in a hybrid or online format. Participants will employ a variety of tools for data analysis, collaboration, communication, and content delivery while developing the capacity to deploy and manage all aspects of hybrid and online learning.

Prerequisite(s): GED 6016, GED 6028, and GED 6030

### **GED 6039 - Health Education**

(2)

This course is designed to extend and refine the candidate's conceptual understanding of comprehensive school health as well as strengthen specific knowledge, skills, attitudes, and ability to explicitly deliver comprehensive support for students' physical, mental, emotional and social well-being in the classroom and school setting. Candidates focus on developing and sustaining the components of well-being as well as modeling preventive health practices in their own personal/professional lives.

### **GED 6041 - Cultural Competence in a Pluralistic Society**

(3)

This course develops candidates' knowledge, skills, and dispositions regarding cultural competence and sensitivity inclusive of personal awareness, culturally inclusive instruction, culturally inclusive counseling, advocating for diverse populations across the lifespan, in roles that eliminate biases, creating culturally inclusive environments. (May be substituted for GED 6009.)

### **GED 6042 - Teaching Strategies for English Learners**

(3)

This course builds on the knowledge, skills, applications and dispositions acquired during a preliminary teacher preparation program for the delivery of comprehensive, specialized instruction for English learners. Candidates will apply their knowledge, skills, understanding, and proficiency in language structure and use, first and second language development, and their relationship to academic achievement, assessment of English learners, foundations of English language literacy development (ELD) and content instruction, approaches, strategies and methods for ELD and content instruction, cultural concepts and perspectives, and culturally inclusive instruction.

### **GED 6047 - School Culture and Barriers to Student Achievement**

(3)

This course emphasizes the principle elements toward understanding contributing factors to pupils who are not successful in school. School culture and related systems, assessment and mitigation of barriers to learning, alternative

education pathways that may be appropriate for pupils experiencing difficulties in the regular school setting, and methods for supporting the needs of students and their families will be presented.

### **GED 6049 (A,B) - PPS Intern Support Seminar**

(1)

This support course is a requirement each quad that a PPS Credential candidate serves as an intern School Counselor for a school district while enrolled in the PPS Credential Program. Candidates meet weekly with an assigned university supervisor for coaching, mentoring and on-the-job support.

### **GED 6050 - Universal Access: Equity for All Students**

(3)

This course examines principles of designing and implementing equitable and inclusive learning environments free of bias, the use of culturally responsive pedagogical practices, and the differentiation of state-adopted academic content, student product, and instructional process to maximize student achievement through the use of a variety of resources and the implementation of a variety of service delivery models. Candidates apply skills to address curricular, instructional, and assessment challenges in the school and community settings.

### **GED 6056 - Shared Leadership, Legislation, and Due Process**

(2)

This course presents principles of organizational systems and systems change agent through examination of current legislation, theory, research, and practices in general and special education school reform. Exploration and development of shared leadership skills; advanced interpersonal communication; collaborative teaming and consultation; creative problem solving and conflict resolution; interagency coordination and change agency. Special emphasis is placed on legislative practices as they relate to special education due process proceedings, compliance, district and parental rights, and student advocacy. Candidates apply skills to address programmatic and systems change challenges in school and community settings.

### **GED 6059 - Independent Studies in Education**

(2)

This course provides an opportunity for an intensive study of a special topic in Education involving support for further exploration of the action research topic or special studies for added authorization in Special Education.

### **GED 6062 - Counseling Theory and Techniques**

(3)

This course provides an overview of the school counseling profession in educational venues, including historical content and knowledge of social and cultural foundations. Foundational counseling theories, skills, and techniques are introduced as are stages of the counseling relationship. Purposes, types, and applications of research in counseling are introduced, as is program evaluation.

### **GED 6063 - Individual and Group Counseling and Ethical Standards**

(3)

This course allows the candidate to become familiar with and gain skills in the various models associated with individual and group counseling to include group dynamics and interpersonal relations and ethical development constructs among emerging adults. Candidates begin to develop a professional identity in accordance with the ethical standards of school counseling and the role of counseling in the educational process.

### **GED 6064 - Counseling for Academic Achievement and Career Development**

(3)

This course explores the role of the K-12 and college counselor in the areas of academic achievement and career development. Counseling candidates learn to eliminate barriers in the learning process in support of academic achievement and career development so that K-adult students have knowledge of and preparation for a full range of options.

### **GED 6065 - Safe Schools and Violence Prevention**

(3)

This course provides candidates with opportunities and experiences in understanding the way in which violence has transformed the educational experience of students in schools today. Candidates learn to identify and access available resources to address these concerns. Early intervention counseling techniques are explored, including the prevention of bullying, suicide, substance abuse, hate crimes, and gang conflict. Candidates learn how to effectively employ these skills when working with students, teachers, and families and how to improve student self-esteem to assist in the development of a positive outlook for the future.

### **GED 6067 - Comprehensive Counseling and Guidance Programs: Coordination and Collaboration**

(3)

This course gives candidates an understanding of the development, operation, management and ongoing evaluation of a comprehensive counseling and guidance program at the elementary, middle, and high school levels. The course describes, defines, and discusses the elements necessary for the development of an effective guidance program that includes coordination of services and collaboration with key individuals and groups including parents, administrators, teachers, and community-based organizations.

### **GED 6068 - Advanced Practice for English Learners**

(3)

This course develops candidates' knowledge, skills, and dispositions in the foundations of English language literacy development, content instruction, and understanding for communities with diverse language and cultural backgrounds. Candidates will develop an understanding of the process of English language literacy and content instruction development with an emphasis on Specially Designed Academic Instruction in English (SDAIE) and English Language Development (ELD). Candidates will focus on the effective process of instructional planning and organization, components of effective instructional delivery, and the effective use of resources.

### **GED 6070 - Applied Psychology of Learning**

(3)

This course provides opportunity for the application of research and theory in the study of how learning occurs. Major attention devoted to the cognitive development of the learner, how knowledge and behavior are developed, conditions that promote learning, how to accommodate the needs of the diverse learners, and how to evaluate a variety of learning environments across the life span.

### **GED 6071 (A,B) - Research, Field Studies and Practicum in College Counseling and Student Development**

*1, 1 (Total of 2 units)*

A total experience of two hundred (200) hours of observation and participation specific to student and emerging adult development and support services are broken down into one (1) unit increments of one hundred (100) hours each in settings that are culturally and linguistically diverse where effective and age-appropriate development strategies are modeled. Candidates are responsible for transportation to and from school/community site. Credit/No Credit.

Prerequisite(s): GED 6071S

### **GED 6071S - Seminar in College Counseling and Student Development**

(1)

Candidates gain understanding of the fieldwork processes and procedures required in the CCSD program for a successful relationship between the university candidate and our partner institutions.

### **GED 6071X - Research, Field Studies, and Practicum in College Counseling and Student Development Extension**

(.5)

This is an extension of GED6017A or B if a student does not complete requirements for those courses within the enrollment period. Credit/No Credit.

### **GED 6072 - Philosophy in Education**

(3)

This course is designed to guide and support graduate candidates in teaching and learning, counseling, and administration in clarifying a functional personal philosophy of education by extending, refining, and constructively applying their knowledge of the dominating philosophies of education. This course will provide candidates with an overview of both classical and contemporary philosophies and theories of education. The course includes introduction of Judeo-Christian tradition (especially the Wesleyan perspective) and how this tradition informs the discipline and can provide a framework for interaction between and among educators, students, support staff, parents, and culturally diverse traditions and school communities. The emphasis of study in this course leads to the development of a Personal Educational Philosophy for each candidate through focused reading, enhanced critical thinking skills, encouraging meaningful personal and professional reflection, and providing for formative shared thought.

### **GED 6074 - Emergent Adult Development Theory**

(3)

This course examines major bodies of theory related to college-age student development and the contexts in which that development occurs. Provided is an overview of major concepts, theories and research related to the cognitive, linguistic, social, emotional and physical development of emerging adults. Wesleyan perspectives in adult development are introduced. Effective and age-appropriate development strategies that ensure engaged participation for diverse populations are taught and observed through fieldwork experiences offered concurrently. Letter Grade.

### **GED 6075 - Family Systems**

(3)

This course provides candidates with an understanding of the interdependence among family members, including how family members conceptualize their roles and position in the family unit. This course equips candidates to work collaboratively with families toward successful academic development and personal/social issues such as positive self-esteem. Candidates learn the meaning of family systems theory and how it applies to school counselors as they execute their roles and responsibilities in schools today. Candidates gain an understanding of parents' rights in the educational process, enabling them to better meet their needs. Candidates learn how to coordinate prevention education training among multidisciplinary teams that include family participants.

### **GED 6076 - Higher Education Leadership in Student Development**

(3)

Contemporary trends and issues in the administration of curricula, instructional programs, student development programs, and student support services are examined in relation to historical background, conceptual models and actual institutional settings. This course is intended to give students the competencies necessary to undertake various operational and leadership roles in higher education, non-profit and human services agencies. Students examine the major laws and principles regarding the historical and contemporary purposes, roles and functions of higher education institutions and support agencies in American society, supported with fieldwork experiences offered concurrently. Letter Grade.

### **GED 6077 - Teaching Strategies for Special Populations**

(3)

This course builds on the candidate's knowledge, skills, experiences, and strategies acquired during preliminary preparation for teaching students with disabilities, English language learners, students who are gifted and talented, and students who are at risk in the general education classroom. Each candidate will practice delivery of comprehensive, specialized instruction for English learners, review and learn application principles for the statutory provisions of the Individuals with Disabilities Education Act (IDEA), and Section 504 of the Rehabilitation Act of 1973, and become aware of any new, relevant statutory requirements.

### **GED 6081 - Educational Measurement and Evaluation**

(3)

Study of validity and accuracy of examinations and marking systems across age spans and educational venues; use of statistical procedures to interpret test results; nature, function and use of standardized tests and authentic assessment including portfolio methods for diagnosis and guidance; brief overview of educational research methods.

## **GED 6082 - Field Studies/Action Research in Technology Instruction**

*(3)*

Supervised field experiences in technology applications in classroom settings and/or educational institutions. May be repeated for a total of six units. Credit/No Credit.

## **GED 6083 - New Teacher Induction and Reflective Coaching**

*(1-6)*

This course provides Master's level graduate credit to Beginning Teachers and to the Master Teachers who support them. Credentialed Beginning Teachers working in a school district may earn three (3) credits per year for completion of one or two years of a CTC-approved Beginning Teacher Induction Program satisfied through an approved School District or County Office of Education. Induction Mentors and Clinical Practice Master Teachers may earn a total of three (3) credits for the CTC-required training and subsequent supervised service to a pre-service or beginning teacher. Required of Induction teachers to receive credit is submission of the candidate's Individual Learning Plan (ILP), including pre- and post-student achievement data and official certificate of successful completion. Because the requirements for this course are met by work completed through a school district, a PLNU professor will monitor the coursework and require a comprehensive review of the ILP to ensure that all GED 6083 course requirements are met according to the PLNU course standards. Candidates must register and pay online prior to submitting documentation of program completion. The Induction program must have been completed within three (3) years of the request for units. Required of Master Teachers to receive credit is documented completion of the CTC-required training, at least eight (8) weeks of PLNU Master Teacher supervision and fulfillment of all supervision requirements.

Up to six (6) units of GED 6083 credit may be applied as elective credit to the Leadership in Learning concentration of the Master of Arts in Education degree and up to two (2) units can be applied to the Master of Arts Educational Administration degree. May be repeated for a total of six units. Credit/No Credit.

## **GED 6085 - Research, Field Study, and Special Topics in Multicultural Education**

*(1-6)*

Supervised field experience and practice in action research on special topics related to multicultural education. May be repeated. Credit/No Credit.

Concurrent: Concurrent seminar may be required.

## **GED 6087F1 - School Counseling Fieldwork**

*(2)*

Candidates will gain on-site fieldwork experience under the supervision of a School Counseling (PPS) Credential holder at two grade levels. Candidates may enroll in GED 6087F1 after the prerequisites GED 6087P and GED 6062 have been completed. There are three sections of GED 6087F (GED 6087F1, GED 6087F2, and GED 6087F3). Each section is two units and equals 200 hours of fieldwork and clinical practice for a total of six units (600 hours total). Enrollment requires clearance consistent with public school districts. Fieldwork hours must be completed within three semesters. Credit/No Credit.

Corequisite(s): GED 6087S1

## **GED 6087F2 - School Counseling Fieldwork**

(2)

Candidates will gain on-site fieldwork experience under the supervision of a School Counseling (PPS) Credential holder at two grade levels. There are three sections of GED 6087F (GED 6087F1, GED 6087F2, and GED 6087F3). Each section is two units and equals 200 hours of fieldwork and clinical practice for a total of six units (600 hours total). Enrollment requires clearance consistent with public school districts. Fieldwork hours must be completed within three semesters. Credit/No Credit.

Prerequisite(s): Candidates may enroll in GED 6087F2 after the prerequisites GED 6087P and GED 6062 have been completed.

Corequisite(s): GED 6087S2

### **GED 6087F3 - School Counseling Fieldwork**

(2)

Candidates will gain on-site fieldwork experience under the supervision of a School Counseling (PPS) Credential holder at two grade levels. There are three sections of GED 6087F (GED 6087F1, GED 6087F2, and GED 6087F3). Each section is two (2) units and equals 200 hours of fieldwork and clinical practice for a total of six (6) units (600 hours total). Enrollment requires clearance consistent with public school districts. Fieldwork hours must be completed within three semesters. Credit/No Credit.

Prerequisite(s): Candidates may enroll in GED 6087F3 after the prerequisites GED 6087P and GED 6062 have been completed.

### **GED 6087M1 - Research, Field Studies and Practica in Counseling and Guidance**

(1)

Designed for students seeking a master's degree without the addition of a credential.

### **GED 6087M2 - Research, Field Studies and Practica in Counseling and Guidance**

(1)

Additional hours and reporting for masters only students in Counseling and Guidance.

Prerequisite(s): GED 6087M1

### **GED 6087M3 - Research, Field Studies and Practica in Counseling and Guidance**

(1)

This is the final unit requirement for master's degree only students in the Counseling and Guidance concentration. Credit/No Credit.

Prerequisite(s): GED 6087M2

### **GED 6087P - School Counseling Practica**

*(1)*

The GED 6087P Practica fieldwork course is designed to explicitly provide support to the Pupil Personnel Services - School Counseling candidates with class meetings and 100 hours of observation responsibilities in diverse school and other education-related settings of school counselors or areas within the counseling field. Enrollment requires clearance consistent with public school districts. Practica hours must be completed within one semester to progress to field experience hours.

Prerequisite(s): GED 6087P serves as a prerequisite to GED 6087F1 (Fieldwork) and GED 6087S1 (Seminar).

Concurrent: The course is taken simultaneously with GED 6062 Foundations of Counseling and Counseling Theory.

### **GED 6087S1 - School Counseling Seminar**

*(1)*

The GED 6087S Seminar will be used to discuss professional school counseling standards and best practices, legal and ethical issues, case studies, assignments, and fieldwork skills and practice. Two semesters of GED 6087S are required for the PPS Credential. Fieldwork hours must be completed within three semesters. Credit/No Credit.

Corequisite(s): GED 6087F1

### **GED 6087S2 - School Counseling Seminar**

*(1)*

The GED 6087S Seminar will be used to discuss professional school counseling standards and best practices, legal and ethical issues, case studies, assignments, and fieldwork skills and practice. Two semesters of GED 6087S are required for the PPS Credential. GED 6087S2 is taken the semester following GED 6087S1. Fieldwork hours must be completed within three semesters. Credit/No Credit.

Corequisite(s): GED 6087F2

### **GED 6089 - Master's Research and Design**

*(3)*

This course is designed to explicitly support Master of Arts degree, and Reading and Literacy Added Authorization candidates in developing and internalizing the essential knowledge, skills, and dispositions to conduct an investigation of primary sources. The course is intended to demonstrate the candidate's ability to work independently on a problem, to demonstrate wide familiarity with the literature in the field of the program, to demonstrate command of the techniques and principles of research and to demonstrate ability to form valid generalizations from the data used. The candidate's learning and research previously conducted in the required Master's level coursework serve as the foundation for developing essential action research or thesis topics. Enrollment spans one semester and must be at the end of the candidate's coursework and can be concurrent with other coursework. Passage of this course at a B- or better is required for Enrollment in GED 6089P1 (.5). Earning a grade lower than a B- requires that the candidate enroll concurrently in GED 6089W with GED 6089P1 for additional support in the thesis writing process. GED 6089P1 is required the two terms immediately following the successful completion of GED6089. Portions of the content are offered in an online format. May be repeated.

### **GED 6089P1 - Culminating Research Project Support**

(.5)

This course is designed to explicitly support Master of Arts degree, and Reading and Literacy Added Authorization candidates in developing the written product and the oral presentation of a research project developed during the GED 6089 course. A faculty mentor is assigned to each candidate to complete a written product and oral presentation representing the research process, which may include implementation and reporting results of an original research experience in a classroom environment. Enrollment in GED 6089P1 and GED 6089P2 are required the two terms immediately following the successful completion of GED 6089. Earning a grade lower than a B- in GED 6089 requires that the candidate enroll concurrently in GED 6089W with GED 6089P1 for additional support in the thesis writing process. Continuous enrollment is required each quad until the project is completed. GED 6089P1 and P2 are repeated for each additional Master's degree earned. Credit/No Credit.

Prerequisite(s): GED 6089

### **GED 6089P2 - Culminating Research Project Support**

(.5)

This is a continuation of the project support initiated in GED6089P1. This course, and GED6089P1, is to be repeated for each additional Master's degree earned. This course is designed to explicitly support Master of Arts degree, and Reading and Literacy Added Authorization candidates in developing the written product and the oral presentation of a research project developed during the GED 6089 course. A faculty mentor is assigned to each candidate to complete a written product and oral presentation representing the research process, which may include implementation and reporting results of an original research experience in a classroom environment. Enrollment in GED6089P1 and GED6089P2 are required the two terms immediately following the successful completion of GED6089. Earning a grade lower than a B- in GED6089 requires that the candidate enroll concurrently in GED6089W with GED6089P1 for additional support in the thesis writing process. Continuous enrollment is required each quad until the project is completed. These courses are to be in continuous enrollment each session until the project is completed. Credit/No Credit.

Prerequisite(s): GED 6089P1

### **GED 6090 - Contemporary Issues in Higher Education**

(2)

This course explores issues in higher education particularly in the areas of college counseling and student development.

### **GED 6091 - Educational Workshops/ Special Studies in Education**

(.5-3)

An intensive study of a special topic in education involving university faculty and/or lecturers. Available for continuing education units. May be repeated for a total of 12 units. Credit/No Credit or Letter Grade.

### **GED 6096 - Advanced Research-Based Literacy Instruction for all Students**

(3)

This course explores research and best practices related to systematic literacy development at all grade levels and the curriculum to address the specific needs of diverse groups of students. Candidates will learn components of research-based literacy instruction, including oral language development, word analysis, fluency, vocabulary development,

listening and reading comprehension, and written language development. Emphasis is given to strengthening skills in aligning State Standards, contents of the California Preschool Learning Foundations and Frameworks (Volume 1) and the California Reading/Language Arts Framework, and assessment results with the selection and appropriate use of instructional strategies, materials and programs.

Prerequisite(s): Admission to the Reading and Literacy Added Authorization (RLAA) Program.

### **GED 6097 - Advanced Literacy Assessment, Instruction and Intervention for all Students**

*(3)*

This course teaches candidates how to implement, manage, and evaluate explicit instruction of comprehension strategies and study strategies, literary response and analysis skills, and all components of the writing process. Candidates focus on providing universal access to narrative and expository texts (including content area textbooks and multicultural literature). Emphasis is given to creating a culture of literacy by aligning State Standards and assessment results with the selection and appropriate use of instructional programs, intervention strategies, and appropriate materials based on current research in literacy. Candidates will have a concurrent experience in a PreK-12 fieldwork setting in order to complete assignments and apply their skills.

Prerequisite(s): Admission to the Reading and Literacy Added Authorization (RLAA) Program.

### **GED 6099 - Thesis**

*(3-9)*

Credit granted for completion of an acceptable thesis. Consent of location director is required. May be repeated for a total of nine units. Credit/No Credit.

### **GED 7025 - Management of Human Resources**

*(3)*

This course explores effective staff utilization patterns, developing and implementing effective personnel policies, short and long-range planning procedures for filling staff needs, evaluation of staff performance, and employer-employee relations issues.

### **GED 7030 - Decision Making for Curricular Change and Improvement**

*(3)*

This course explores the roles of the educational leader in the development, modification and evaluation of programs. Techniques for generating curricular change and innovation at all levels are discussed. The procedures for testing and evaluating curricular innovations and student achievement are also reviewed. An emphasis is placed on decision-making models and strategic planning processes for transformational change.

### **GED 7040 - Educational Law, Finance, and Governance**

*(3)*

Designed to provide advanced and comprehensive knowledge and practical application of the following areas of study:

School law; legal framework of public education and the political and sociological forces that affect school practices; fiscal management; school and district level funding and budgeting; organization, functions and problems of school financing; effective utilization and management of human and material resources; and short and long range planning for establishing needs, priorities and implementation.

### **GED 7055 - Professional and Political Issues in Organizations**

*(3)*

This course deals with complex, controversial and political issues facing educators. Origins of critical problems are identified and techniques for dealing with these issues are reviewed. The class provides an opportunity for each candidate to examine the context within which the school operates, including the school district, employee bargaining units, the school board, and other governmental entities, and to understand how the politics from several levels of government influence teaching and learning.

### **GED 7060 - School/Community Relations in a Changing Society**

*(3)*

Ethnic and socio-economic variations in the total community are studied in their relationship to a given school's program and operation and to the total educational operation. Candidates explore the components of cultural, sociological, and economic diversity, including the general ethnic, racial, and religious composition of the state, and the specific composition of the local community, concepts of cultural values and language diversity, programs and procedures for meeting the instructional needs of limited English-proficient pupils, and principles and procedures for involving all parents and other family members in school activities and in reaching educational objectives.

### **GED 7080 - Philosophical and Sociological Backgrounds in Education**

*(3)*

In order to better understand the philosophical foundations of education, candidates examine the philosophies of the Perennialists, the Essentialists, the Pragmatists, the Social Reconstructionists, and others. Candidates are expected to explore in-depth educational philosophical problems of their own selection. This course also provides a study of the relationship of elementary, secondary, and higher education in the United States and the sociological environment in which they function. It is intended that the candidate increases his/her ability to be perceptive about social environment and its influence upon human development and behavior. As candidates in the discipline of education, there should be increased ability to use social realities and understanding in working with the processes inherent in education.

### **GED 7090 - Special Studies in Education**

*(1-9)*

An intensive study on a special topic in education involving university faculty and/or lecturers. Consent of location director is required. May be repeated for a total of nine units. Credit/No Credit.

### **GED 7095 - Concurrent Course Assignments**

*(1-8)*

Action research projects that correlate with each of the above courses.

## **GED 7096 - Induction, Mentoring, and Advanced Fieldwork**

*(3)*

This course utilizes assessments of leadership competency, mentoring, and university site-based coaching, development of an induction and a professional growth plan in collaboration with a district mentor and University Fieldwork Supervisor. The induction plan includes goals related to enhancing candidate competency in the California Professional Standards for Educational Leaders. Credit/No Credit.

## **GED 7097 - Professional Development and Assessment**

*(3)*

This course provides professional development opportunities for the beginning administrator in areas of special interest or areas needing development. The candidate will continue to work toward achievement of the goals identified in the Individual Induction Plan (IIP). Formative and summative assessments of leadership competence are utilized to guide candidate growth and completion of the IIP. At the conclusion of GED 7097 Professional Development and Assessment, the candidate will engage in a culminating exhibition with his/her mentor, University Fieldwork Supervisor, and peers, during which he/she presents a portfolio with evidence of having met the goals listed in the IIP. Credit/No Credit.

Prerequisite(s): GED 7096

## **GED 7098 - Research Design Seminar**

*(2)*

Discussion and study of research designs for planning and conducting research in the field of education. Seminar format.

## **GEL 6003 - Instructional Leadership (APA Cycle 3)**

*(3)*

This course addresses a candidate's knowledge of California's student academic content standards; appropriate and effective curriculum, instructional, and assessment practices; and the candidate's ability to analyze classroom instruction and provide focused, constructive feedback to teachers to improve teaching and learning for all students.

## **GEL 6003F - Fieldwork and Practicum for Instructional Leadership (CalAPA Cycle 3)**

*(1)*

Application of coursework to directed experiences in school leadership. Credit/No Credit.

Concurrent: Concurrent seminar may be required.

## **GEL 6004 - Equitable and Socially Just School Communities**

*(3)*

This course provides an opportunity for the candidate to learn how to work effectively as a leader with the entire school community. Candidates will understand and address the diverse expectations, needs, aspirations, and goals of family and community groups and learn how to mobilize community resources in planning and decision-making for student achievement. The program offers the candidate an opportunity to examine and evaluate their attitudes toward people of different races, cultures, and ethnic backgrounds as well as examine their attitudes towards sexual orientation and individuals with disabilities so they will be effective leaders in a diverse setting and value individuals from different family structures, religions, races, cultures, socio-economic statuses, and ethnic backgrounds, and treat them with fairness and respect. Candidates will learn theories, practices, and application of restorative justice and social justice models.

### **GEL 6004F - Fieldwork and Practicum for Equitable and Socially Just Communities**

*(1)*

Application of coursework to directed experiences in school leadership. Credit/No Credit.

Concurrent: Concurrent seminar may be required.

### **GEL 6005 - Organizational and Systems Leadership**

*(3)*

This course provides an opportunity for the candidate to learn how to implement California school laws, guidelines, and other relevant federal, state, and local requirements and regulations; develop and implement the school's budget; and understand and manage the complex interaction of all of the school's systems to promote teaching and learning.

### **GEL 6005F - Fieldwork and Practicum for Organizational and Systems Leadership**

*(1)*

Application of coursework to directed experiences in school leadership. Credit/No Credit.

Concurrent: Concurrent seminar may be required.

### **GEL 6006 - School Improvement Leadership (APA Cycle 1)**

*(3)*

This course provides multiple opportunities for the candidate to learn, practice, and reflect on school improvement and enhanced student achievement for all. This course addresses the candidate's knowledge and strategic implementation of appropriate and effective school improvement, theories and strategies, his/her ability to build capacity, as well as his/her ability to communicate and lead others in continuous improvement and monitoring of these efforts based on school outcomes.

There is an opportunity for collaborating with others to identify student and school needs, developing a data-based school growth plan, and identifying and using available human, fiscal, and material resources to implement the school growth plan, using change strategies based on current, relevant theories and best practices in school improvement.

### **GEL 6006F - Fieldwork and Practicum for School Improvement Leadership (CalAPA Cycle 1)**

*(1)*

Application of coursework to directed experiences in school leadership. Credit/No Credit.

Concurrent: Concurrent seminar may be required.

### **GEL 6007 - Professional Learning and Growth Leadership (APA Cycle 2)**

*(3)*

This course teaches candidates to model professional growth, framed around principles of adult learning, and identify and facilitate focused, developmentally appropriate professional growth opportunities to build individual and collective capacity. These capacities include collaborating with others to help achieve the school's vision through professional learning focused on improving teaching and learning. The program provides multiple opportunities for each candidate to learn, practice, and reflect on professional growth leadership.

### **GEL 6007F - Fieldwork and Practicum for Professional Learning and Growth Leadership (CalAPA Cycle 2)**

*(1)*

Application of coursework to directed experiences in school leadership.

Concurrent: Concurrent seminar may be required.

### **GEL 6008 - Ethical and Visionary Leadership**

*(3)*

This course provides an opportunity for the candidate to learn and develop and implement a school vision based in ethical, just, and moral practices to enhance learning for faculty, staff, and students. Leadership theories, problem and decision-making models and socially just practices will be explored through case studies and simulations. The candidate has multiple opportunities to model personal and professional ethics, integrity, justice, and fairness and receive feedback from faculty and peers; reflect on personal leadership beliefs and practices; develop mechanisms for sustaining personal motivation, commitment, energy and health and learn to balance professional and personal responsibilities.

### **GEL 6008F - Fieldwork and Practicum for Ethical and Visionary Leadership**

*(1)*

Application of coursework to directed experiences in school leadership. Credit/No Credit.

Concurrent: Concurrent seminar may be required.

### **GEL 6048 - Administrative Intern Support Seminar**

*(1)*

This support course is a requirement each quad that a Preliminary Administrative Credential candidate serves as an

intern principal for a school district while enrolled in the Preliminary Administrative Program. Candidates meet weekly with an assigned university supervisor for coaching, mentoring and on-the-job support.

### **SPE 6051 - Methods of Teaching Students with Emotional and Behavioral Disorders**

*(4)*

This methodology course examines educational support strategies and intervention techniques suitable for students with emotional and behavioral challenges. Focus is given to understanding the function of behavior and its communicative intent. Measurement of behavior, reinforcement strategies, systematic program development, techniques for monitoring student progress, and procedures for increasing academic and socially appropriate behavior are emphasized. Effective instructional strategies are practiced and applied through 30 hours of fieldwork experiences.

### **SPE 6052 - Methods of Teaching Students with Autism Spectrum Disorder**

*(4)*

This methodology course prepares Education Specialists for the successful teaching of students with autism spectrum disorder (ASD). Topics include instructional planning and social stories, evaluation techniques and functional behavior assessment, research trends and outcomes, working with repetitive behaviors, sensory and movement disorders, atypical language development, and atypical social development. This course includes intentional practice in partnering for special education and related services, supporting students in the general curriculum, and promoting friendships for students with ASD. Effective instructional strategies are practiced and applied through 30 hours of fieldwork experiences.

### **SPE 6053 - Methods of Teaching Students with Traumatic Brain Injury**

*(4)*

This methodology course prepares Education Specialists for the successful teaching of students with the disability of traumatic brain injury (TBI). Candidates will become familiar with a variety of specific methods and strategies to use in teaching students who have experienced a head injury. Among topics included are the need for frequent evaluation and reevaluation because of the nature and trend of their recovery, especially in the first couple of years after the onset of the injury; determining supplementary aids and services; supporting the functional domains of memory, attention and concentration, executive functioning, self-awareness, and language. This course will examine a comprehensive plan for addressing the long-term effects of TBI requiring interventions to address present and anticipated future needs of the students. Effective instructional strategies are practiced and applied through 30 hours of fieldwork experiences.

### **SPE 6054 - Methods of Teaching Students with Other Health Impairments**

*(4)*

This methodology course prepares Education Specialists for successful teaching of students with other health impairments (OHI). Topics include determining the presence of acute and chronic conditions associated with OHI, collaborating with health professionals in the monitoring of the student's disability, determining the nature of specially designed instruction and services, curriculum differentiation and design, safe management and operation of specialized equipment, integration of curriculum, and classroom application of various forms of assistive technology. Effective instructional strategies are practiced and applied through 30 hours of fieldwork experiences.

### **SPE 6057 - Adapted Physical Education Methods and Inclusive Strategies**

(4)

This methodology course equips candidates with the principles, current concepts, and trends in adapted physical education (APE), emphasizing the nature and needs of students with disabilities. This course includes history, relevant legislation, growth and developmental factors, assessments, and individualized education plans related to APE. Effective instructional strategies and safe, appropriate individualized accommodations are practiced and applied through 30 hours of field-related activities.

Prerequisite(s): Competency in Kinesiology via one of these methods:

1. Passage of CSET exams in Physical Education
2. Single Subject Credential in Physical Education OR
3. Pre-requisite of 12 units of PE coursework in kinesiology and biomechanics (not required to be graduate level)

### **SPE 6060 - Methods of Teaching Students with Orthopedic Impairments**

(4)

This methodology course provides candidates with the knowledge and skills necessary to teach and engage students with orthopedic disabilities in essential skills including academics, independent living skills, personal independence skills, communication skills, psychosocial skills, and career and vocational experiences. Candidates develop and apply knowledge in adapting teaching techniques and methods of instruction to meet individual needs of students in schools, hospitals, and students' homes. Emphasis is given to factors such as individual needs, abilities, learning levels, and physical limitations of students, as well as the need for low and high assistive technology devices, services, and software applications that facilitate communication. Effective instructional strategies and interventions are practiced and applied through 30 hours of fieldwork experiences.

### **SPE 6061 - Early Childhood Special Education Curriculum and Services**

(4)

This methodology course provides an overview of early childhood special education and the provision of early intervention screening, assessment, planning, family involvement, and inclusive practices for young children with special needs. Candidates will build the skills to understand, analyze, and reflect upon best practices and use sound professional strategies to assist young children. The course will emphasize (a) an ecological approach to assessment of the young child; (b) partnerships with families; (c) the collaborative planning of the IFSP/IEP; and (d) the relationship between assessment and intervention services. Effective instructional strategies are practiced and applied through 30 hours of fieldwork experiences.

### **School of Education - ISEE**

#### **EDT 40CP1 - Elementary Clinical Practice Seminar I**

(1)

This seminar course supports the Clinical Practice I experience through classroom inquiry and reflection on the general education curriculum and California standards, including the principles of effective classroom management, teaching methods, differentiation of instruction, lesson planning and delivery, and parent communication. Emphasis is placed on the modification of lessons and instructional support of English learners, diverse learners, and learners with exceptionalities. Candidates explore school and community demographics and consider methods for teaching diverse populations. All candidates who are preparing for their first preliminary credential must enroll in EDT 40CP1 during their first clinical practice placement and EDT 40CP2 during the second placement.

Corequisite(s): EDT 4040, EDT 4050, EDT 4070M, EDT 4070S

## **EDT 40CP2 - Elementary Clinical Practice Seminar II**

*(1)*

This seminar course supports the Clinical Practice II experience through additional classroom inquiry and reflection on appropriate instructional strategies for learners with disabilities, the principles of effective classroom management, teaching methods, differentiation of instruction, lesson planning and delivery, and parent communication. Emphasis is placed on the modification of lessons and instructional support of English learners, diverse learners, and learners with exceptionalities. Candidates continue to explore school and community demographics and consider methods for teaching diverse populations.

Corequisite(s): EDT 4055, EDT 4060, EDT 4074M, EDT 4074S

## **EDT 3002 - Foundations of Education and Learning Theory**

*(3)*

This survey course provides an overview of the major laws and principles regarding the historical and contemporary purposes, roles and functions of education in American society as well as an overview of the major concepts, theories and research related to the cognitive, linguistic, social, emotional and physical development of children and adolescents. Wesleyan perspectives in education are introduced.

## **EDT 3006 - Principles of Language Acquisition**

*(3)*

This course focuses on the principles of language acquisition and effective instructional practices for English learners. It further examines the pedagogy of educational equity to provide English learners access to the core curriculum. Foundational knowledge and classroom instructional practices are linked through the systematic study of phonemic awareness, oral language, and literacy development. Special emphasis is placed on the Structured English Immersion model as practiced in California schools. Effective instructional strategies that ensure active and equitable participation of learners who are culturally, ethnically, and socioeconomically diverse are introduced and applied through fieldwork experiences. This course requires 20 hours of observation in the field.

Prerequisite(s): EDT 3002

## **EDT 3024 - Differentiated Mathematics Instruction for All Learners**

*(3)*

This methodology course addresses the planning of content-specific instruction and delivery of content consistent with state adopted (K-8) mathematics standards and the language needs of all learners. The interrelated components of a balanced program of mathematics and the fostering of positive attitudes toward mathematics are stressed. This course includes instruction in how to model concepts and teach learners to solve problems using multiple strategies and to anticipate, recognize and clarify mathematical misunderstandings that are common among K-8 learners. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through

fieldwork experience. Technology for teaching and learning is integrated in the course. This course requires 20 hours of observation in the field.

Pre or Corequisite(s): EDT 3002 and EDT 3006

### **EDT 4004 - Foundations of Special Education**

(3)

This survey course provides an overview of the major educational practices, theories, and research regarding diverse learners with disabilities. Emergent issues and best practices, including differentiated instruction, curricular adaptations and modifications, compliance with laws, ethical concerns, and characteristics and needs of learners with disabilities, will be examined. Principles of effective collaborative and interdisciplinary teaming, positive behavior supports, and inclusive educational programming are addressed. This course meets the special education requirement for all preliminary teaching credentials. This course requires 20 hours of observation in the field.

### **EDT 4009 - Classroom Assessment and Research Practices**

(3)

This methodology course analyzes assessment types, practices, and instruments used to evaluate student academic achievement utilizing formative, summative, formal, informal, as well as classroom-based and standardized measures. Candidates apply the knowledge and skills to design both whole class and differentiated instruction and California State Standards-based assessments based on student profiles. The relationship between theory and practice provides the basis for reflection to encourage application of research-based assessment strategies in the classroom. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied. Technology for teaching and learning is integrated in the course.

### **EDT 4010 - Methods of Teaching Reading and Writing**

This methodology course provides intensive instruction grounded in sound research to enable candidates to deliver a comprehensive program of systematic, explicit, and meaningfully-applied instruction in reading, writing, listening, and speaking. Opportunities for candidates to learn, understand, and effectively use materials, methods, and strategies to include culturally diverse literature for all learners are provided. Instruction is aligned to the state adopted framework. This course includes intentional practice of classroom management, active, and equitable participation for culturally, ethnically, linguistically, and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through fieldwork experience. Technology for teaching and learning is integrated in the course. This course requires 20 hours of observation in the field.

### **EDT 4017 (A,B,C,D) - Teaching and Learning Capstone: Contemporary Issues in the Vocation of Education**

(.5 - 2)

This course offers candidates the opportunity to develop knowledge, skills and dispositions related to contemporary issues and challenges in California's teaching/learning systems. Special attention will be given to those issues that impede or aid positive school, classroom and community cultures and students' general academic and social success. Utilizing an interdisciplinary focus grounded in Educational Learning/Teaching Theory and pedagogy, candidates

explore personal and professional planning practices of self-assessment, missional or life purpose development. Must be taken four times.

### **EDT 4020 - Literacy Instruction for Secondary Teachers**

(3)

This methodology course teaches the knowledge and skills necessary to support the literacy development of secondary learners, including English learners, across the content areas. The core areas of reading, writing, listening, and speaking, as outlined in the English Language Arts (7-12) California State Standards, and the English Language Development standards, serve as the foundation and the focus. The development of reading comprehension skills, vocabulary development, and literary response and analysis and culturally diverse literature are emphasized. Instruction also emphasizes reading and writing across the curriculum to support content area knowledge. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through fieldwork experience. This course requires 20 hours of observation in the field.

### **EDT 4021 - General Methods for Secondary Teachers**

(3)

This methodology course explores current pedagogy and its research underpinnings with the goal of implementing specific strategies, techniques, and practice of the methods presented. Candidates will demonstrate mastery of specific competencies, including literacy and language development in detailed lesson plans to make content accessible to all learners through developmentally appropriate pedagogy, effective questioning techniques, and use of appropriate resources. Candidates' demonstration lessons provide opportunity for reflection on attempted practices. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied through fieldwork experience. Technology for teaching and learning is integrated in the course. This course requires 20 hours of observation in the field.

### **EDT 4022 - Interdisciplinary Approaches to Teaching in the Content Areas**

(3)

This methodology course emphasizes a cross-curricular approach to content-based instruction through critical thinking skills, basic analysis skills, study skills and specific teaching strategies and methodology for active forms of learning. The process of interrelation of ideas and information within and across science, social studies, health and physical education utilizing the academic content standards is emphasized. Included in this course is the integration of reading, writing, listening, and speaking across content areas. Instruction is aligned to the California State Standards (K-8) and the language needs of all learners. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched and applied. Technology for teaching and learning is integrated in the course.

### **EDT 4032 - Methods for Teaching Secondary Language Arts**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful

teaching of language arts. Candidates become familiar with a variety of specific methods to use in teaching literature, composition, and language. The topics explored include the following: trends in English curriculum development, the six-trait writing process, assessment, classroom application of various forms of technology, and professional organizations. Instruction is aligned to the state adopted English Language Arts California State Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to Literature 5035 Methods of Teaching English.)

### **EDT 4033 - Methods of Teaching Secondary Mathematics**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful teaching of mathematics content. Topics include: strategies and models for developing mathematical concepts, building skills for understanding and communicating mathematical ideas effectively, and techniques for teaching critical thinking and problem solving. Attention is also given to the following: methods of presentation, awareness of national mathematics organizations, the writing of unit/daily lesson plans, microteaching of a math lesson, selection of materials, inclusionary practices, classroom application of various forms of technology, and techniques for assessment. Instruction is aligned to the state-adopted Mathematics Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to Mathematics 4063 Secondary School Mathematics)

### **EDT 4034 - Methods of Teaching Secondary Science**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful teaching of life and physical sciences. Topics include the following: pedagogical content knowledge, curriculum selection and design, safe laboratory management and operation, integration of language arts and mathematics in the science curriculum, methods and modalities of science teaching, assessment, classroom application of various forms of technology, and professional organizations. Micro-teaching, classroom observation and group and self-evaluation are included. Instruction is aligned to the state-adopted Science Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically, and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched.

### **EDT 4035 - Methods for Teaching Secondary Social Science**

(3)

This methodology course is designed to prepare prospective secondary-level (Grades 7- 12) candidates for successful teaching of both the social and behavioral sciences. Topics include the following: instructional planning, evaluation and questioning techniques, research methods, and professional organizations. Instruction is aligned to the state-adopted Social Science Standards (7-12) and the California English Language Development Standards. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched.

## **EDT 4036 - Methods for Teaching Secondary Foreign Language**

(3)

This methods course is based on the organizing principles of the California State Framework, the National Standards for the Learning of Foreign Languages in the 21st Century, the American Council on the Teaching of Foreign Guidelines, and current research in methodology in foreign language instruction. Topics include the following: instructional planning, selection and classroom application of various forms of technology, evaluation and questioning techniques, research methods, and professional organizations. Each candidate will develop a unit of instruction suitable for a secondary level classroom. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched.

## **EDT 4037 - Methods for Teaching Secondary Visual Arts**

(3)

This methods course introduces the study to the theory and practice of teaching visual arts in secondary schools. Content is designed to address content areas of the California Visual Arts Standards in middle and high schools. Topics include the following: instructional planning and classroom management, selection and classroom application of various forms of technology, evaluation and questioning techniques, state and national content standards and assessments, research methods, professional organizations (National Association of Art Educators), and the inclusive classroom. Each candidate develops a unit of instruction suitable for a secondary level classroom. Each candidate is required to prepare a final portfolio of the work in the course. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to Art 4055 Visual Arts in the Classroom II)

## **EDT 4038 - Methods for Teaching Secondary Physical Education**

(3)

This methods course introduces the philosophical bases, instructional techniques and procedures, and the various elements involved in teaching physical education at the secondary level. Topics include the following: classroom teaching methods, practical application, and the California State Framework in Physical Education. Each candidate is required to prepare a final portfolio of the work in the course. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched.

## **EDT 4039 - Content-Specific Pedagogy for Secondary Teachers**

(3)

This methodology course introduces candidates to a variety of assessments, instructional, and management strategies as related to secondary content subject matter. Candidates explore the delivery of instruction in the content areas in which they seek their credential with extensive research, practice, and reflection. Topics include the following: lesson planning and formative assessment. This course includes intentional practice of classroom management, active and equitable participation for culturally, ethnically, linguistically and academically diverse learners, lesson planning, and

formative assessment to differentiate instruction for all learners. Modifications for diverse learners and learners with exceptionalities are researched. (Equivalent to Music Education 4054 Secondary School Music Methods (3))

### **EDT 4040 - Elementary Clinical Practice I**

(4)

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university-assigned elementary classroom with a Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in the elementary classroom. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit

Corequisite(s): EDT 40CP1

### **EDT 4050 - Secondary Clinical Practice I (CalTPA Cycle 1)**

(4)

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university-assigned secondary classroom with a Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in the secondary classroom. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communications. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDT 40CP1

### **EDT 4053 - Organization and Management for Success in the Moderate/Severe Classroom**

(3)

This methodology course focuses on issues of managing the learning environment to promote success in inclusive settings for learners with moderate to severe disabilities. Techniques in training support personnel to actively use appropriate monitoring systems for support in classroom settings and natural environments are studied. Strategies related to positive behavior supports across all learning environments are emphasized.

### **EDT 4054 - Methods of Teaching Candidates with Moderate/Severe Disabilities**

(3)

This methodology course examines curriculum and instruction appropriate for individualized services including supplementary aids, services, and technology. Curricular issues addressed include modification of the curriculum within inclusive settings and natural environments, selecting appropriate curricula materials, developing and modifying

appropriate curricula, and developing individual instructional plans based on formative assessment. This course requires 20 hours of observation in the field.

### **EDT 4055 - Secondary Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This course is the second Clinical Practice teaching experience. Student Teachers are assigned to a different content area and/or grade level in a secondary classroom than in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in this new secondary classroom setting. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDT 40CP2

### **EDT 4060 - Elementary Clinical Practice II**

*(4)*

This course is the second Clinical Practice teaching experience. Student Teachers are assigned to a different content area and/or grade level in an elementary classroom than in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver instruction in this new elementary classroom setting. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDT 40CP2

### **EDT 4070M - Special Education Mild-Moderate Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university-assigned classroom setting with a Cooperating Teacher and focus on the general education curriculum and California standards. The candidate is placed in an inclusive classroom that serves general education students as well as students with disabilities. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver the general education curriculum and California standards. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the

California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion. Credit/No Credit.

Corequisite(s): EDT 40CP1

### **EDT 4070S - Special Education Moderate-Severe Clinical Practice I (CalTPA Cycle 1)**

*(4)*

This Clinical Practice experience provides the candidate with an opportunity to work directly with learners in a university-assigned classroom setting with a Cooperating Teacher and focus on the general education curriculum and California standards. The candidate is placed in an inclusive classroom that serves general education students as well as students with disabilities. Candidates observe and apply instructional strategies under the leadership of the Cooperating Teacher to learn to manage and deliver the general education curriculum and California standards. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology and parent communication. Throughout the student teaching experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to the candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 1 required for credential completion.

Corequisite(s): EDT 40CP1

### **EDT 4074M - Special Education Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This Clinical Practice experience provides the Mild/Moderate Education Specialist candidate an opportunity to focus on instructional strategies appropriate for learners with disabilities. Student teachers are assigned to a different content area, grade level, or special education service area other than that in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies appropriate for learners with disabilities under the leadership of the Cooperating Teacher to learn to manage and deliver instruction. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use of technology, and parent communication. Throughout the Clinical Practice experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDT 40CP2

### **EDT 4074S - Moderate/Severe Clinical Practice II (CalTPA Cycle 2)**

*(4)*

This Clinical Practice experience provides the Moderate/Severe Education Specialist candidate an opportunity to focus on instructional strategies appropriate for learners with disabilities. Student teachers are assigned to a different content area, grade level, or special education service area other than that in the first Clinical Practice experience with an approved Cooperating Teacher. Candidates observe and apply instructional strategies appropriate for learners with disabilities under the leadership of the Cooperating Teacher to learn to manage and deliver instruction. The Cooperating Teacher models appropriate teaching methods, lesson planning and delivery, classroom management, use

of technology, and parent communication. Throughout the Clinical Practice experience, the teaching responsibility gradually shifts from the Cooperating Teacher to the candidate, with careful consideration as to when the candidate is ready to assume the full-day teaching experience. The Clinical Practice experience contributes to candidates' preparation to complete the California Teaching Performance Assessment (CalTPA) Cycle 2 required for credential completion. Credit/No Credit.

Prerequisite(s): Successful completion of Clinical Practice I and completion of all Teacher Education admission requirements.

Corequisite(s): EDT 40CP2

### **EDT 4092 - Assessment and Services for Students with Disabilities**

(3)

This methodology course explores current knowledge and best practice in the screening, referral, assessment, and placement procedures necessary to identify and qualify learners with disabilities for special education services. The significant issues of learners with disabilities is reviewed through discussions of the developmental, academic, behavioral, social, communication, vocational, and community life skill needs of individual learners in order to develop and implement effective programs. Strategies in consultation and coordination of the assessment process are addressed.

Prerequisite(s): Consent of Program required.

### **EDT 4093 - Curricular and Instructional Adaptations for Students with Mild/Moderate Disabilities**

(3)

This methodology course provides current knowledge in the major educational practices of special education, including emergent issues, theories, and research as they relate to curricular and instructional decision-making for learners with mild/moderate disabilities. This course provides the necessary knowledge regarding curriculum, instruction, and technology, learning methodology and skill acquisition necessary to provide special education services.

Prerequisite(s): Consent of Program required.

### **EDT 4094 - Collaboration and Consultation for IEP Implementation, Evaluation, and Program Improvement**

(3)

This methodology course provides expanded knowledge regarding the synthesis of all aspects of educating learners with disabilities. The candidate is given the opportunity to synthesize information related to the assessment of standards, short-range and long-range planning for learners, transition services language, and the effective use of consultation and collaboration skills. An emphasis of this course is training for collaboration with learners, parents, family members, school personnel, and agency representatives to build teams to ensure effective transitions across the lifespan of all learners.

Prerequisite(s): Consent of Program required.

### **EDT 4096 - Principles of Language Acquisition for Students with Moderate/Severe Disabilities**

(3)

This theory course specifically examines issues of language acquisition as related to learners with moderate/severe disabilities. Areas examined include assessment, behavior management, and communication styles that impact learning. The development of appropriate IEP goals, assistive technology, augmentative communication, and social skills instruction are emphasized. This course focuses on the principles of language acquisition and effective instructional practices for English learners. It further examines the pedagogy of educational equity to provide English learners access to the core curriculum. Foundational knowledge and classroom instructional practices are linked through the systematic study of phonemic awareness, oral language, and literacy development. Special emphasis is placed on the Structured English Immersion model as practiced in California schools. Effective instructional strategies that ensure active and equitable participation of learners who are culturally, ethnically, and socio-economically diverse are introduced and applied through 20 hours of fieldwork experiences.

Prerequisite(s): Consent of Program required.

## **School of Nursing**

### **BUS 6087 - Healthcare Financial Management**

(3)

This course provides a basic framework for understanding and using financial information for making decisions in the healthcare industry. Topics covered include: operating and capital budgets, cost-volume-profit relationships, variance analysis, time value of money, financial statements, government accounting, and ethics in financial management.

### **GED 6070 - Applied Psychology of Learning**

(3)

This course provides opportunity for application of research and theory with major attention devoted to the problems of learning, individual differences, and behavior.

### **GNSG 5001 - Writing and Research**

(3)

This course introduces foundational concepts and issues designed to assist the graduate student with scholarly writing skills and research inquiry techniques. Statistical methods for nursing research including: descriptive statistics, inferential statistics, sampling, hypothesis testing, frequency distribution, and correlation are included.

### **GNSG 5045 - RN-MSN Transition I**

(4)

This course explores Christian nursing history, scholarly writing, research, theory, and the legal/ethical foundations for practice in the professional role. This course prepares the student for GNSG 6020 and GNSG 6022. Letter Grade.

### **GNSG 5046 - RN-MSN Transition II**

(4)

This course explores the environmental, multi-cultural, and global issues related to nursing in the community. Current trends in nursing management and servant leadership for communication, decision making and management of groups are also investigated.

### **GNSG 6000 - CNS Role Acquisition**

(2)

This course will focus on the role of the clinical nurse specialist and the spheres of influence in quality initiatives and ethical comportment. Leadership aspects of quality monitoring, program planning and evaluation will be analyzed. A leadership role in ethical discussions at the unit, organization and/or system level will be explored. Additionally the student will work collaboratively to enhance decision making. All specialties together. Letter Grade.

### **GNSG 6002 - Following Faithfully: Servant Leadership**

(2)

This course focuses on the development of skills necessary for effective interpersonal communications, both written and oral. Scholarly writing and effective oral presentation principles are emphasized. Wesleyan thought as it relates to service, nursing and nursing leadership is integrated through interprofessional teaching. A review of the history of nursing based on religious teachings is discussed with an emphasis on the role of servant leadership and nursing practice. Leadership clinical hours begin during GNSG6002. GNSG6002 must be completed concurrently or before Leadership clinical hours may be accumulated. Hours include participation in local leadership organizations and/or activities. Letter Grade.

### **GNSG 6005 - Advanced Assessment and Health Promotion Across the Lifespan**

(2.5)

This course provides a focused examination of health assessment across the human lifespan, focusing on the concepts of health promotion, disease prevention, and nursing care. Letter Grade.

### **GNSG 6005L - Advanced Assessment and Health Promotion Across the Lifespan Practicum**

(0.5)

This laboratory course provides opportunity for application of nursing assessment and health promotion theory as it relates to advanced practice nursing role. Credit/No Credit.

Corequisite(s): GNSG 6005

### **GNSG 6006 - Advanced Pathophysiology**

(3)

This course is designed to provide the student focusing on Nursing Education concentration or the CNS role with a comprehensive theoretical foundation of the phenomena that produce alterations in human physiologic function across the life span.

## **GNSG 6007 - Advanced Pharmacology**

(3)

This course is designed to introduce the advanced pharmacology knowledge for registered nurses to practice at the advanced level. The course content includes principles of pharmacodynamics, pharmacokinetics, pharmacogenetics, pharmacotherapeutics, drug-drug, and drug-food interactions of broad categories of pharmacologic agents. The goal of the course is to prepare students with a well-grounded understanding of basic pharmacologic principles that are pertinent to the nursing specialty across the lifespan. Letter Grade.

## **GNSG 6020 - Research Inquiry and Theory**

(3)

This course builds the student's understanding of scholarly inquiry, knowledge generation, research design and methods, and research utilization as best practices in health care. Students will assume a leadership role in the development of the skills related to translational research, data collection and analysis, and evaluation culminating in dissemination of findings. A variety of theoretical frameworks will be presented and discussed, and the connection of theory guiding practice change will be highlighted. Letter Grade.

## **GNSG 6020L - Research Inquiry and Theory Practicum**

(0.5)

This practicum course builds the student's understanding and application of scholarly inquiry, knowledge generation, research design and methods, and research utilization as best practices in health care. Students will assume a leadership role in the development of the skills related to translational research, data collection and analysis, and evaluation culminating in dissemination of findings. A variety of theoretical frameworks will be applied and discussed, and the connection of theory guiding practice change will be highlighted. This laboratory course provides opportunity for application of research and EBP methods as it relates to advanced practice nursing role. Credit/No Credit.

Corequisite(s): GNSG 6020

## **GNSG 6022 - Evidence Based Practice Process**

(2)

This course will assist in building the students' understanding of the process of Evidence Based Practice (EBP) and theoretical foundations. The EBP content will center on the development of clinical practice questions and review of the literature as it applies. Students will develop knowledge and skills in appraising the quality of research evidence, and subsequent application to improve clinical practice.

Letter Grade.

## **GNSG 6024 - Adult/Gerontology Nursing CNS Role Acquisition**

(2)

This course provides opportunity for exploration of advanced health concepts with an emphasis on critical synthesis from nursing and the social sciences as it relates to individuals with a focus on healthcare conditions associated with the young adult to older adult, including end of life. This course includes advanced theories of human development as it relates to the practice of nursing and education of clients as individuals or in groups. Letter Grade.

## **GNSG 6024B - Adult Gerontology Theory: Prevention, Wellness Across the Continuum (Optional for A/G National Certification)**

*(2)*

This course is designed to address the Prevention and wellness issues that challenge the adult gerontology individual across the continuum of aging. Specific aspects addressed will include wellness and prevention strategies and recommendations for young adults, older adults and the frail elderly populations based on the American Colleges of Nursing Education Adult Gerontology competencies.

## **GNSG 6024L - Adult/Gerontology Practicum**

*(1-3)*

This practicum provides opportunity for exploration of advanced health concepts with an emphasis on critical synthesis from nursing and the social sciences as it relates to individuals with a focus on healthcare conditions associated with the young adult to older adult, including end of life. This course includes advanced theories of human development as it relates to the practice of nursing and education of clients as individuals or in groups. Repeatable up to twelve units. Credit/No Credit.

## **GNSG 6025 - Pediatric Nursing CNS Role Acquisition**

*(2)*

This course provides the opportunity for exploration of advanced health concepts with an emphasis on critical synthesis from nursing and social sciences as it relates to the neonate through adolescence with an emphasis on family. This course focuses on growth and development and healthcare conditions associated with the pediatric patient. Letter Grade.

## **GNSG 6025L - Pediatrics Role Practicum**

*(1-3)*

This practicum provides the opportunity for exploration of advanced health concepts with an emphasis on critical synthesis from nursing and social sciences as it relates to the neonate through adolescence with an emphasis on family. This course focuses on growth and development and healthcare conditions associated with the pediatric patient. Repeatable up to twelve units. Credit/No Credit.

## **GNSG 6026 - Family/Individual Health Nursing CNS Role Acquisition**

*(2)*

This course provides opportunity for exploration of advanced health concepts with an emphasis on critical synthesis from nursing and social sciences as it relates to individuals, including child bearing women, within the context of the family and community. Letter Grade.

## **GNSG 6026L - Family/Individual Health Role Practicum**

*(1-3)*

This practicum provides opportunity for exploration of advanced health concepts with an emphasis on critical synthesis

from nursing and social sciences as it relates to individuals, including child bearing women, within the context of the family and the community.

Repeatable up to twelve units. Credit/No Credit.

### **GNSG 6030 - Educating Nurses for Radical Transformation**

*(3)*

This course focuses on preparing the next generation of nurse educators (clinical or academic) to create positive change in nursing practice. Emphasis will be placed on analysis and synthesis of factors that influence health care so that nursing practice may be radically transformed. Practical application will be made in classroom and clinical settings and will focus on quality, safety, and innovation. Current research is explored to build upon best practices in nursing education.

### **GNSG 6030L - Educating Nurses for Radical Transformation Practicum**

*(0.5)*

This laboratory course provides opportunity for application of analysis and synthesis of factors that influence health care so that nursing practice may be radically transformed. Practical application will be made in practicum settings and will focus on quality, safety, and innovation as it relates to advanced practice nursing role. Credit/No Credit.

Corequisite(s): GNSG 6030

### **GNSG 6090 - Special Studies in Nursing**

*(1-3)*

This course provides opportunity for selected studies in the area of Nursing as determined by the School of Nursing. Permission is required from the Dean of the School of Nursing and the course faculty. The student must be in good academic standing. Students may repeat the course for credit up to a maximum of six units. The repeat course must cover different content.

### **GNSG 6095A - Comprehensive Exam A**

*(.5)*

In partial completion of the MSN requirements with a clinical nurse specialist focus or general track, the student will complete an oral exam demonstrating breadth and depth of scholarly thought, critical analysis and synthesis of complex healthcare topics for the Masters prepared nurse. Credit/No Credit.

Prerequisite(s): All nursing theory coursework including GNSG 6020 and GNSG 6022. GNSG 6007 may be taken concurrently.

### **GNSG 6095B - Comprehensive Exam B**

*(.5)*

For final completion of the MSN requirements with a clinical nurse specialist or general track, the student will complete a written comprehensive exam demonstrating breadth and depth of scholarly thought, critical analysis and

synthesis of complex healthcare topics for the Masters prepared nurse. All nursing theory course work must be completed prior to registering. Credit/No Credit.

Prerequisite(s): GNSG 6095A

### **GNSG 7001A - Introduction to Statistics and Data Analysis**

*(1)*

Explores research design, methodology and data analysis. This course introduces the DNP student to the process of quantitative data analysis, including the procedures which are appropriate for handling these data in given situations. Inferential statistics are incorporated in the research process. Students will also acquire the knowledge and skills to evaluate the use of building infrastructure for the collection and analysis of interprofessional healthcare work force data.

### **GNSG 7001B - Applied Statistics and Data Analysis**

*(2)*

Explores research design, methodology and data analysis. This course introduces the DNP student to the process of quantitative data analysis, including the procedures which are appropriate for handling these data in given situations. Inferential statistics are incorporated in the research process. Students will also acquire the knowledge and skills to evaluate the use of building infrastructure for the collection and analysis of interprofessional healthcare work force data.

### **GNSG 7003 - Healthcare Policy Leadership**

*(2)*

This course reviews the legislative process focusing on individual involvement at the local state and national levels to effect healthcare change for individuals and patient populations, and marginalized groups. Advanced practice nurses are prepared to lead change to advance health. Students take a leadership role in the legislative process through analysis and synthesis of healthcare policy.

### **GNSG 7005 - Informatics**

*(2)*

An overview of concepts that formulate the framework for professional nursing practice. The historical, philosophical, and professional perspectives are presented as the genesis for the development of professional nursing. Emphasis is placed upon the theoretical basis for the science of nursing. Also included in the module are the concepts of communication between health providers to assist nurses as they develop health information, health education materials, and health presentations.

### **GNSG 7007 - Project Management**

*(2)*

Students will implement the principles of planning, scheduling and controlling activities within organizations. The conceptual underpinnings to apply knowledge, skills, tools, and techniques to a broad range of activities in order to

develop and manage a project to successful completion will be emphasized. Utilization of evidence based practices are emphasized related to innovative practice change.

### **GNSG 7008 - Healthcare Leadership Perspectives**

(2)

Focuses on strategic management and organizational theories and evaluation of health, education or quality programs. Includes the principles of program evaluation necessary in monitoring quality initiatives.

### **GNSG 7020 - Translating Research into Practice**

(3)

This course builds on the student's understanding of evidence based practice, scholarly inquiry, knowledge generation, research design (quantitative and qualitative), methods in research and research utilization as best practices to inform and change health care. The student will evaluate healthcare practice and outcomes and participate in collaborative research dissemination. The scholarship of translational research and evidence based practice will support the student in constructing the first two chapters of an Evidence Based Change of Practice Project.

### **GNSG 7022 - Evidence Based Practice Methods**

(3)

This course incorporates the process of extensive critical appraisal and literature synthesis within the context of scholarly inquiry. Overview of methodology and statistical analysis is presented. The development of research methodology informs the clinical dissertation process. The scholarship of application will support the student in constructing the third chapter of a clinical dissertation.

Prerequisite(s): GNSG 7020

Concurrent: GNSG 7090 (A,B,C,D)

### **GNSG 7030 - Writing Strategies for the Doctor of Nursing Practice**

(1)

This writing-intensive course is designed to reinforce academic research writing skills to students in the DNP program with the end product of an approval-ready proposal for the DNP project. The course reviews critical academic research and writing concepts, including micro-level skills such as basic grammar, mechanics, and sentence style, and macro-level composition skills such as internal structure, paragraph structure, coherence, and clarity. We also briefly discuss content of the proposal, including alignment of the clinical problem with the PICO question and methodology, the difference between a literature review and synthesis, and soundness of the project design.

### **GNSG 7040 - Writing for Publication in Doctoral Education**

(1)

This Writing for Publication course is designed to focus on the process of writing for publication in nursing. Guidelines are provided for preparing research, review, quality improvement (QI), clinical, and other types of manuscripts. The peer-review process, ethical guidelines, and other topics related to writing and publishing are examined in this course. The course reviews critical academic research and writing concepts.

## **GNSG 7041 - Special Topics**

*(1-3)*

This course provides opportunity for selected studies in the area of Nursing as determined by the School of Nursing. Permission is required from the Dean of the School of Nursing and the course faculty. The student must be in good academic standing.

Students may repeat the course for credit up to a maximum of six units. The repeat course must cover different content.

## **GNSG 7058-7069L - DNP Clinical Residency**

*(12) taken in one-unit increments*

Individualized residency experience designed as a culminating experience for the advanced practice nurse. Focus is on operationalizing the role of the advanced nursing practice nurse and integrating evidence based practice as relevant to patient outcomes across the practice domains. The Role practicum hours will allow the student to apply and master the role of the DNP within a variety of specialty specific clinical settings. A total of 1000 clinical hours will be acquired. Credit/No Credit.

## **GNSG 7080 - Context of Practice, Populations and Outcomes Management**

*(2)*

This course will focus on clinical prevention (health promotion and risk reduction/illness prevention for individuals and families), chronic health care conditions and complex healthcare issues related to diverse patient populations. Through the analysis of policy processes, the student will actively engage in politically competent action to improve outcomes.

## **GNSG 7090 (A,B,C,D) - Doctor of Nursing Practice Project**

*(6)*

The clinical dissertation is distinguished by the completion of a specific project that demonstrates synthesis of the student's work and lays the groundwork for future scholarship and expert clinical practice. It is a rigorous and significant academic work.

Clinical experience in advanced professional nursing practice, broadly defined practice scholarship in nursing education and interprofessional collaboration.

## **School of Nursing - ADC**

### **NRS 3050 - Communicating and Following Faithfully**

*(4)*

This course examines the role of the professional nurse and utilizes self-reflection to internalize the value of being faithful to those placed in trust. This course explores Christian nursing history, scholarly writing, research, theory, and the legal/ethical foundations for practice in the professional role. This course explores the role of the nurse within the context of Christian service and caring and will analyze major nursing concepts including therapeutic communication and health informatics. Current trends in nursing management and servant leadership for communication, decision making and management of groups are also investigated. Core Competency: Oral Communication, Information

Literacy, Written Communication \*\*BSN Essential: I, II, IV, VI, VII, VIII, IX

Corequisite(s): NRS 3051

### **NRS 3051 - Communicating and Following Faithfully Practicum**

*(1)*

This practicum will provide the opportunity for the student to apply the role of professional nurse in a variety of contexts. Credit/No Credit. \*\*BSN Essential: I, II, IV, VI, VII, VIII, IX

Corequisite(s): NRS 3050

### **NRS 3060A - Inquiring Faithfully I: Nursing Research**

*(1)*

This online course will focus on the analysis and critique of the science of nursing. Core Competency: Written Communication, Critical Thinking, Quantitative Reasoning, Information Literacy \*\*BSN Essential: II, III, IV, VI, VII, VIII, IX

### **NRS 3060B - Inquiring Faithfully I: Nursing Research**

*(2)*

This course is a continuation of NRS 3060A focusing on foundational concepts and inquiry techniques in nursing research. Quantitative and qualitative methods are examined through individual and small group work in basic research utilization to identify best practices in health care.

Prerequisite(s): NRS 3060A and student must have successfully completed a Statistics course.

### **NRS 4020 - Caring Faithfully in the Community**

*(4)*

This course introduces the role of the nurse within the context of Christian service and caring. Students will explore the environmental, multi-cultural, and global issues related to nursing in the community as a vocational calling. The focus is on the health of populations with emphasis on epidemiology, health promotion, health protection, disease prevention, health policy, health care delivery systems, and cultural competency. Core Competency: Oral Communication, Written Communication and Critical Thinking BSN Essential: II, IV, V, VI, VII, VIII, IX

Corequisite(s): NRS 4021

### **NRS 4021 - Caring Faithfully in the Community Practicum**

*(1)*

This practicum will provide the opportunity for the student to analyze community/public health issues in a variety of contexts. An emphasis on critical synthesis from nursing and the social sciences as it relates to population health will focus on healthcare conditions associated with patients, families and communities. Core Competency: Written Communication, Oral Communication, Critical Thinking Credit/No Credit. \*\*BSN Essential: II, IV, I, VI, VII, VIII, IX

Corequisite(s): NRS 4020

### **NRS 4030 - Leading Faithfully in Diverse Health Systems**

*(4)*

This course explores nursing theory as it relates to trends and issues in healthcare management including analysis and synthesis of the professional nurse role. Reflective practice will focus in leadership theories and styles within multiple healthcare environments. Content includes nursing theory as it relates to leadership/management principles, career development, communication, leading change, problem solving, decision making, coordinating client care, conflict management, interdisciplinary team approaches, cultural diversity, managing personal and organizational resources, legal, ethical and political influences on the professional nurse role. Core Competency: Written Communication, Oral Communication, Critical Thinking, Quantitative Reasoning, and Information Literacy

Corequisite(s): NRS 4031

### **NRS 4031 - Leading Faithfully in Diverse Health Systems Practicum**

*(1)*

This practicum will provide the opportunity for the student to apply leadership principles in a variety of contexts. Core Competency: Written Communication, Critical Thinking, Information Literacy Credit/No Credit. \*\*BSN Essential: II, IV, V, VI, VII, VIII, IX

Corequisite(s): NRS 4030

### **NRS 4040 - Capstone Inquiring Faithfully II: Evidence-Based Practice**

*(4)*

This culminating course will provide the learner with the opportunity to apply evidence-based principles to the work place. A project will demonstrate successful completion of learning outcomes for the university and School of Nursing. This course will apply the process of Evidence-Based Practice (EBP) and theoretical foundations. The EBP content will center on the development of clinical practice questions and review of the literature. Students will gain knowledge and develop skills to determine the quality of research evidence. Research evidence will also be explored for the proposed application to improve clinical practice. Core Competency: Written Communication, Oral Communication, Critical Thinking, Quantitative Reasoning, and Information Literacy \*\*BSN Essential: I, II, III, IV, VI, VII, VIII, IX

### **WRT 3000 - Professional Writing**

*(3)*

This course is designed to help students improve and polish their professional writing skills within their chosen profession. Specially, students will learn to write professional reports, and compose professional routine and persuasive letters. Throughout this course, students will learn how to leverage their strengths and skills on paper, in person, and online.

## **Organizational Leadership**

### **LDR 6001 - Assessing Leadership Skills**

*(4)*

This course provides learners with the opportunity to explore leadership on both a theoretical and a practical level. This course provides extensive opportunity for self-assessment and discovery of leadership abilities, as well as communication, decision-making, and learning styles. It explores personality theories, key contributors and factors, including personal and professional experiences, values and attitudes. Course provides students with the opportunity to discover, discuss, and analyze their leadership style utilizing several inventories for identifying leadership competencies. Focus is on applying various instruments to assess effectiveness of personal, interpersonal and organizational leadership styles. Psychometric instruments used in this course: MBTI, Keirsey Temperament Sorter (KTSII), Change Style Inventory, and Rath StrengthsFinder.

### **LDR 6002 - Concepts of Strategic Leadership**

*(4)*

This course provides learners with a broad overview of leadership strategies and practices in a variety of organizational settings. Leadership theories, processes, and best practices are analyzed and applied with special emphasis on leadership stewardship. Students will be asked to identify and analyze the leadership behaviors of the profiles studied and will create their own leadership game plan that flows from their personal "core." Development of the leadership portfolio begins in this course.

### **LDR 6003 - Organizational Systems and Behavior**

*(4)*

This course examines the various factors that influence the culture of an organization and focuses on the importance of utilizing an understanding of systems to build a well-performing organization. Learners discern the importance of identifying strategic values and, as servant leaders, set realistic objectives for improving effectiveness as group members.

### **LDR 6004 - Organizational Communication**

*(4)*

This course examines the theoretical and empirical literature addressing the function of communication within the context of complex organizations. Particular emphasis is placed on the evaluation of the roles and responsibilities of leaders as communicators and agents of change, while focusing on a variety of communication problems typically experienced in organizations.

### **LDR 6005 - Managing Conflict and Change**

*(3)*

This course focuses both on cognitive skills (knowledge of the theories and strategies) and behavioral skills (enacting various strategies). The course also includes assessment tools whereby students can gain a greater understanding of their usual strategy along with its strengths and weaknesses. Critical thinking skills must be applied in the course. A mark of a leader is the ability to know when to go against prevailing thinking. So, while various "lists" may be

introduced during the course, students are expected to challenge those lists and ascertain what is valuable in them and what is not. The course is not designed to resolve all conflicts. Using real life case studies, this course explores the theories, practices and issues involved in managing conflict in interpersonal and intergroup settings. Also discussed are methods available to leaders to use conflict to advance their organization. *Psychometric instrument used in this course: Thomas-Kilmann Conflict Mode Instrument.*

## **LDR 6006 - Human Resources Issues**

(4)

This course provides learners with an overview of the strategic importance of effective human resource management within organizations. Key functions such as HR planning, job analysis, recruitment, selection, training/development, performance appraisal, compensation, and labor relations are examined. Learners acquire a greater understanding of and appreciation for the impact of values, ethical behavior, and diverse legal and regulatory requirements on the shaping of leadership style, HR practice, and organizational performance.

## **LDR 6007 - Financial Reporting in Organizations**

(4)

This course will prepare learners to read, develop, and write financial text for those in organizational leadership. Organizational leadership involves the allocation and distribution of resources as well as an ongoing knowledge of the financial impact of the local, regional and national economies. Offering an overview of inter-relationships of money and markets, investment, and financial management, the course proceeds to develop concrete skills in regard to fiscal leadership. Designed as a graduate level focus on financial analysis, design and reporting from a leadership perspective, the course will provide learners with an opportunity to focus on organizational issues, which have a financial impact on the entity.

## **LDR 6017 - Ethics in Organizations**

(1)

This course explores the theories of ethics and a process of ethical decision making in order to develop a stakeholder approach to managing in today's business environment. Students will be challenged to consider personal ethical standards (goals, norms, beliefs, and values) and to create a framework for evaluating ethical choices, resulting in the ability to develop, articulate, and implement a compelling moral decision.

## **LDR 6018 - Legal Environment of Organizations**

(1)

This course investigates the key aspects of business law relevant to leaders and managers of organizations. Topics include contracts, strict and product liability, organizational structures, alternative dispute resolution and human resource law. Case studies and case law will be used to understand and apply legal concepts.

## **LDR 6020 - Practice of Leadership**

(4)

This culminating course provides learners with an opportunity to explore a leadership topic of particular interest to the student and develop a research paper on the topic. The paper must include the gathering of information on the topic

and an analysis of how that information adds to the field of leadership studies. The instructor must approve topics and the instructor will monitor progress toward the completion of the topic.

### **LDR 6021 - Developing a Strategic Plan**

*(4)*

This culminating course surveys models and best practices for organizational strategic planning, including leaders' roles in the planning process and in implementing the plan at various operational levels. Various methods for analyzing and solving problems, as well as decision-making strategies, are examined for utilization as change in organizations' operations becomes necessary. Using the servant-leadership model, learners will discern how to serve others while staying focused on achieving results in line with the organization's values and integrity.

### **LDR 6031 - Graduate Writing and Research**

*(1)*

This course initiates students into graduate level research methodologies and academic writing that will set the expectations for papers and articles they will write throughout the program. The focus of research methodologies will be qualitative in nature. Academic writing activities will focus on proficiency in APA format. The course will also develop students' Lines of Inquiry (LOI), which are students' personal research interests in the field of organizational leadership. The LOI students establish in this course will be an integrated assignment in each course throughout the program to gather data about the course content specifically related to their research interest in organizational leadership.

### **LDR 6041 - Leadership Portfolio Development**

*(1)*

This course helps students create a portfolio which serves as a significant portion of the final assessment to the program. Students will create a portfolio that presents findings concerning the Lines of Inquiry (LOI), which are students' personal research interests in the field of organizational leadership developed in the first course in the program. The LOI have helped students identify applications of material in each course in relation to their own interests in the field. The portfolio will be an accumulation of this information, complemented by current research in the field, and made presentation-ready for future professional use.

## **Theology**

### **THE 6072 - Wesleyan Theology and Contemporary Ministry**

*(3)*

A study of Wesleyan history, theology and practice with implications and applications for ministry in the local congregation.

## **Maestría Ministerio Cristiano**

### **BIB 6035S - Estudio de las Sagradas Escrituras**

(3)

Una exploración de la literatura y de la teología del Canon Cristiano prestando especial atención a los textos antiguos y su relevancia para el ministerio cristiano.

### **BIB 6037S - Interpretando las Sagradas Escrituras**

(3)

Una introducción a las diversas formas de leer las sagradas escrituras desde la antigüedad hasta la actualidad, con énfasis en su significado teológico para el ministerio.

### **CHU 6052S - Tradición Cristiana**

(3)

Una panorámica de la historia del pensamiento Cristiano.

### **CMI 6012S - Formación Cristiana**

(3)

Un estudio de la formación cristiana que abarca prácticas personales y congregacionales que contribuyen a la madurez espiritual y al desarrollo de una persona y práctica ministerial saludable.

### **CMI 6022S - Predicando y Enseñando las Sagradas Escrituras**

(3)

Un encuentro con textos bíblicos para considerar sus posibilidades en la proclamación cristiana y los métodos y prácticas apropiadas para facilitar su uso.

### **CMI 6046S - La Iglesia en Misión**

(3)

Una exploración de la eclesiología, el ministerio multicultural e intercultural y la teología misional.

### **CMI 6062S - Liderazgo y Ministerio**

(3)

Un estudio bíblico y teológico y una comprensión práctica del liderazgo en la Iglesia.

### **CMI 6076S - La Misión Cristiana en Contextos Locales**

(3)

Un estudio de los contextos sociales, culturales y demográficos del ministerio. Instrucción sobre la "práctica" misional y el liderazgo en la iglesia local.

### **CMI 6077S - Discipulado y Formación Congregacional**

(3)

Una exploración de prácticas congregacionales que forman a personas y a comunidades en discípulos fieles. Se presta atención al hecho de que la teología informa a las prácticas educativas y formativas de las congregaciones.

### **CMI 6078S - Consejería y Cuidado Pastoral**

(3)

Se estudia el papel del pastor al ofrecer y equipar a la comunidad de fe en diferentes formas de cuidado cristiano integral. Se tratará de pulir las habilidades básicas para la consejería pastoral de crisis y de corto plazo, cuando referir o derivar a las personas que necesiten tratamiento profesional de un médico o psicólogo y cómo organizar ministerios laicos para asesoramiento pastoral. Se prestará especial atención a la ética ministerial y al cuidado continuo de la salud y desarrollo espiritual de los líderes ministeriales.

### **CMI 6090S - Estudios especiales en Ministerio Cristiano**

(1-3)

Este curso presenta estudios selectos en el área de Ministerio Cristiano determinados por la Escuela de Teología y Ministerio Cristiano. Se requiere la autorización previa del Decano de la Escuela de Teología y Ministerio Cristiano y del profesor del curso. El estudiante debe poseer un buen record académico. Los estudiantes podrán repetir el curso para un total de hasta nueve unidades.

### **PHL 6011S - Ética Cristiana**

(3)

Este curso estudia importantes teorías éticas cristianas y puntos de vista sobre la vida moral. Se examinan cuestiones morales contemporáneas como la justicia, la guerra y la paz, el trabajo y la familia.

### **THE 6072S - Teología Wesleyana y Ministerio Contemporáneo**

(3)

Un estudio de la historia, teología y práctica Wesleyana y sus implicaciones para el ministerio en la iglesia local.

### **Other Courses**

### **CEL 1000 - Educational Strategies for Student Success**

(3)

This course focuses on providing information, techniques and strategies that engage and equip students who are focusing on completing their Bachelor's degree. Students will discover preferred learning styles while being equipped

to identify and overcome personal learning barriers. Students will develop strategies in reading retention, note taking, listening, time management, and research. Through the course students will develop strategies that will promote self-management, effective study habits, goal assessment and attainment.

### **CEL 4090 - Special Topics**

*(1-4)*

Intensive study in a special topic under the direction of a faculty member. May be repeated for a total of eight units.

Prerequisite(s): Consent of Program Director

### **GED 6048 - PPS Intern Support Seminar**

*(1)*

This support course is a requirement each quad that a PPS Credential candidate serves as an intern School Counselor for a school district while enrolled in the PPS Credential Program. Candidates meet weekly with an assigned university supervisor for coaching, mentoring and on-the-job support.

### **GED 6089W - Graduate-Level Writing Support**

*(2)*

This course provides an intensive focus on graduate-level writing. May be repeated.

## **Course Offerings and Class Schedules**

All course offerings are posted on the university student portal. The university reserves the right to cancel any class with insufficient enrollment and make necessary changes in its schedule and programs.

## **Course Numbering System**

1000-2099 Lower-division courses open to adult degree completion students.

3000-3099 Lower-division courses open to adult degree completion students.

4000-4099 Upper-division courses open to post-baccalaureate students with the approval of the school dean or department chair upon the recommendation of the program director/coordinator.

5000-5099 Transition or post-baccalaureate courses applicable to a certificate, credential, or a master's degree program.

6000-6099 Graduate courses applied to a master's degree program.

7000-7099 Educational Specialist and other post-master's courses open to students who hold a valid master's degree.

## **Prerequisite/Co-Requisite**

Some courses listed in this Graduate and Professional Studies Catalog stipulate either a prerequisite or a co-requisite. A prerequisite is a condition or requirement that must be fulfilled prior to enrolling in a course, such as a specific student classification, permission of the instructor, or another course. A co-requisite refers to a condition or a requirement that must be met prior to or concurrent with enrollment in a course.

## **Office of Records**

The Office of Records is a place where students, faculty, staff, and others can expect prompt, courteous, and helpful service. Some of the services we provide involve student registration, sending of Point Loma Nazarene University transcripts and verifications, providing and assimilating graduation applications (grad checks), evaluation of transfer work, commencement and diplomas.

## **Directory of Personnel**

- Board of Trustees
- Foundation Board
- Alumni Board
- Officers and Administrative Staff
- Faculty

## **Personnel**

### **Officers and Administrative Staff**

#### **Office of the President**

Bob Brower  
*President*

Sharon Ayala  
*Associate Vice President for Marketing*

Ron Benefiel  
*Lead Consultant for Mission Resources & Pastoral Relations*

John Calhoun  
*Director, Center for Pastoral Leadership*

Jeffrey Carr, Sr.  
*Chief Diversity Officer*

Jill Monroe  
*Director of Public Affairs*

Scott Shoemaker  
*Associate Vice President for Enrollment and Retention*

## **Academic Affairs**

Kerry Fulcher  
*Provost and Chief Academic Officer*

## **Vice Provosts**

Jim Daichendt  
*Vice Provost of Traditional Undergraduate Studies*

Holly Irwin  
*Vice Provost for Academic Administration*

TBD  
*Vice Provost for Assessment and Institutional Effectiveness*

Holly Orozco  
*Vice Provost for Graduate and Professional Studies*

## **College Deans**

James Daichendt  
*Dean of the Colleges*

Holly Orozco  
*Dean, College of Extended Learning*

## **University Services**

Jeff Bolster  
*Vice President for University Services*

Corey Fling  
*Chief Information Officer*

Kim Riddle  
*Director of Auxiliary Services and University Event Coordinator*

Mark Ryan  
*Director, Public Safety*

Dan Toro  
*Director, Campus Facilities and Sustainability*

## **University Advancement**

Kelly Smith  
*Vice President for University Advancement*

William Burfitt  
*Executive Director of Annual Giving*

Christina Gardner  
*Executive Director, University Advancement Operations*

Kendall Lucas  
*Director, Alumni Relations*

## **Finance and Administrative Services**

Joe LaLuzerne  
*Senior Vice President for Finance*

Janet Caprario  
*Associate Vice President for Accounting and Finance*

Cindy Chappell  
*Associate Vice President for Graduate and Professional Services*

Jeffrey Herman  
*Associate Vice President for Human Resources*

Taylor Shoemaker  
*Director, Liberty Station Conference Center*

## **Spiritual Development**

Mary Paul  
*Vice President for Spiritual Development*

Brian Becker  
*Director, International Ministries*

Dana Hojsack  
*Director, Community Ministries*

Liliana Reza  
*Associate Director, International Ministries*

Esteban Trujillo  
*University Chaplain/Director of Chapel Programming*

George Williamson  
*Director, Worship Arts*

Melanie Wolf  
*Director, Discipleship Ministries*

## **Student Development**

Caye Smith  
*Vice President for Student Development*  
*Title IX Coordinator*

Kimberly Bogan  
*Associate Dean for Student Success & Wellness*

Jeffrey Carr, Sr.  
*Associate Vice President for Student Development*

Jake Gilbertson  
*Dean of Students, Director of Residential Life*

Ethan Hamilton  
*Director, Athletics*

## **Centers and Institutes**

Kim Berry Jones, Director  
*Center for Justice and Reconciliation*

John Calhoun, Director  
*Center for Pastoral Leadership*

Jo Clemmons, Director  
*Center for Teaching and Learning*

Robert Gailey, Executive Director  
*Center for International Development*

Lindsey Lupo  
*Institute for Politics and Public Service*

Kelli McCoy, Co-Director; Kara Lyons-Pardue, Co-Director  
*Margaret Stevenson Center for Women's Studies*

Sam Powell, Director  
*Wesleyan Center for 21st Century Studies*

Susan Rogers, Academic Director  
*Early Childhood Learning Center*

Mary Margaret Rowe, Director  
*Health Promotion Center (School of Nursing)*

## **Board of Trustees**

The Board of Trustees serves as the governing board of the University. Numbering 23 persons, the Board is composed of lay and clergy representatives from the twelve districts of the sponsoring denomination's Southwest Educational Region. The president of the University is a member ex-officio. The Board meets semiannually, in the fall of the year and again in the spring. Members of the Board who have received a degree from the university are noted by year.

## **Officers of the Corporation**

Rev. Doug Pierce (2012)  
*Chair*  
*Chandler, Arizona*

Mr. Rick Power  
*Vice Chair*  
*Honolulu, Hawaii*

Mr. Ken Baruth  
**Secretary**  
*Olathe, Kansas*

## **Members of the Board**

Dr. Rick Bravo  
*San Luis Obispo, California*

Dr. Bob Brower  
*San Diego, California*

Rev. Moisés Champo  
*San Fernando, California*

Rev. Dan Chung  
*San Francisco, California*

Mr. Larry Fry (1980)  
*Roswell, New Mexico*

Mr. Jose Hernandez  
*Chandler, Arizona*

Dr. Larry Lacher  
*Capitan, New Mexico*

Dr. Mark Lehman  
*Sutter Creek, California*

Mrs. Mary Leland  
*Keller, Texas*

Rev. John Nells  
*Winslow, Arizona*

Mr. Daryl Nicholson (1968)  
*Porterville, California*

Dr. Donald Schengel (1978)  
*Visalia, California*

Rev. Steve Scott (1977)  
*Stockton, California*

Mr. Gary Smee (1976)  
*Porterville, California*

Rev. Rob Songer (1976)  
*Bakersfield, California*

Dr. Daniel Spaite (1979)  
*Chandler, Arizona*

Ms. Jan Stone (1968)  
*Whittier, California*

Ms. Joye Straub (1982)  
*Oceanside, California*

Mr. Steve Swartz  
*Murrieta, California*

Dr. Nell Becker Sweeden  
*Lenexa, Kansas*

Mr. Mendell Thompson (1976)  
*Glendora, California*

Ms. Carol VanBuskirk (1979)  
*Saratoga, California*

## **Foundation Board**

The Foundation Board is elected by the Board of Trustees. The purpose of the Foundation is to provide major gift fundraising for Point Loma Nazarene University (PLNU) through excellence in strategic development, major donor engagement, and oversight of foundation assets. Members of the Foundation Board who have received a degree from the university are noted by year.

## **Officers of the Board**

Mr. Gary Smee (1972)  
*President*  
*Porterville, California*

Mr. Scott McGuckin (1996)  
***Vice President***  
*Granite Bay, California*

Mr. Gilbert Wai (2013)  
*Secretary*  
*Hillsborough, California*

Mr. Joseph LaLuzerne (2019)  
***Treasurer***  
*San Diego, California*

## **Members of the Board**

Mr. W. Thomas Battin (1959)  
*Ruidoso, New Mexico*

Dr. Bob Brower (1998)  
*San Diego, California*

Dr. Carolyn Downey (1961)  
*La Jolla, California*

Mr. Michael Gebhart (2004)  
*Rancho Murrieta, California*

Dr. Daryl C. Nicholson (1968)  
*Porterville, California*

Rev. Doug Pierce (2012)  
*Chandler, Arizona*

Mrs. Kelly Smith (2018)  
*San Diego, California*

Mr. Rudy Thomas (1968)  
*Omaha, Nebraska*

Mr. Mendell L. Thompson (1976)  
*Glendora, California*

## **Point Loma Nazarene University Alumni Association**

### **Mission Statement**

The Point Loma Nazarene University Alumni Association exists to provide opportunities for alumni to stay involved with the university, support the university, connect with other alumni and interact with our students. The association facilitates ongoing dialogue between the alumni and the university.

### **Officers of the Board**

#### ***President***

Joy Straub (1982)  
*Oceanside, California*

#### ***Vice President***

Shannon Fox (2007)  
*Fairfax, Virginia*

#### ***Incoming President***

Matt Robertson (1992)  
*Rocklin, California*

#### ***Secretary***

Erin McCann (2010)  
*Lakewood, Colorado*

### **Area Directors**

#### ***Arizona***

Katy Gent (1993)  
*Gilbert, Arizona*

#### ***Hawaii***

Joy Yoshida (2003)  
*Kaneohe, Hawaii*

***Orange County***

Forrest Case (2019)  
*Villa Park, California*

Marcelo Siniscalchi (MBA 2018)  
*Dana Point, California*

***Sacramento***

Garrett Kiesz (2010)  
*Sacramento, California*

***Seattle***

Jesse Herzog (2005)  
*Kirkland, Washington*

***So Cal - Co-Directors:***

Anna Viettry (2017)  
*San Diego, California*

Carrie Jaquess-Gutman (1982)  
*San Diego, California*

**Directors at-Large**

***ASB President***

Nash Manker (2021)  
*Elk Grove, California*

**Class Representative Co-Leaders**

Connor Brandenburg (2018)  
*San Diego, California*

Tess Murray (2018)  
*San Diego, California*

**Auxiliary Representatives**

***Business Alumni***

Derek Legg (2016)  
*San Diego, California*

***Education Associates***

Joy Toro (1991)  
*San Diego, California*

***MOSAIC Alumni - Co-Chairs:***

Kelby Sarti (2010)  
*San Diego, California*

Christina Marcial (2014)  
*Los Angeles, California*

***MUSIC Alumni***

Scott Stevens (2011)  
*San Diego, California*

***Nursing Alumni***

Debbie Holly (1978)  
*San Diego, California*

***Research Associates***

Rick Bravo (1979)  
*San Luis Obispo, California*

***Rugby Associates***

Karl Sator (2005)  
*Orange, California*

***Women's Auxiliary and Friends***

Jennie Vance (1988)  
*Carlsbad, California*

## **Faculty**

### **President**

***Bob Brower***, Ph.D., 1998-present

### **President Emeritus**

***Jim Bond***, D.Min., L.H.D., 1997

### **Professors Emeriti**

*(Including date of election to emeritus status)*

***Senyo Adjibolosoo***, Ph.D., 2020  
*Professor Emeritus of Economics*

***Laura Amstead***, Ed.D., 2015  
*Professor Emerita of Education*

**Kenneth Aring**, Ph.D., 2006  
*Professor Emeritus of Physics*

**Paul Bassett**, M.F.A., J.D., 2015  
*Professor Emeritus of Communication and Theatre*

**Carol Blessing**, Ph.D., 2020  
*Professor Emerita of Literature*

**Philip Bowles**, Ph.D., 2016  
*Professor Emeritus of Literature, Journalism and Modern Languages*

**Frank Carver, Ph.D.**, 1996  
*Professor Emeritus of Religion*

**Val Christensen**, Ph.D., 1994  
*Professor Emeritus of Chemistry*

**Mary Conklin**, Ph.D., 2016  
*Professor Emerita of Sociology*

**Diana Cordileone**, Ph.D., 2017  
*Professor Emerita of History*

**James Crakes**, Ph.D., 1994  
*Professor Emeritus of Physical Education*

**Daniel Croy**, Ed.D., 2017  
*Professor Emeritus of Management*

**Dorothy Crummy**, Ph.D., 2006  
*Professor Emerita of Nursing*

**William DeSaegher**, Ph.D., 2004  
*Professor Emeritus of Literature*

**Beryl Dillman**, Ed.D., 1990  
*Professor Emeritus of Education*

**Darrel Falk**, Ph.D., 2014  
*Professor Emeritus of Biology*

**Clifford Fisher**, D.Min., 1992  
*Professor Emeritus of Religion*

**Ben Foster**, M.A., 2013  
*Associate Professor Emeritus of Kinesiology*

**Sandra Foster**, M.S., 2008  
*Associate Professor Emerita of Family and Consumer Sciences*

**Douglas Fruehling**, M.L.S., 2019  
*Associate Professor Emeritus of Library Sciences*

**Ruth Grendell**, D.N.Sc., 2000  
*Professor Emerita of Nursing*

**Nancy Hardison**, Ph.D., 1998  
*Professor Emerita of Business*

**Victor Heasley**, Ph.D., 2012  
*Professor Emeritus of Chemistry*

**Eugene Harris**, M.A., 2018  
*Professor Emeritus of Art*

**Richard Hill**, Ph.D., 2019  
*Professor Emeritus of Writing*

**Billy Hobbs**, Ph.D., 1996  
*Professor Emeritus of Mathematics*

**Keith Holly**, Ed.D., 2001  
*Professor Emeritus of Psychology*

**Sheila Holly**, M.A., 2001  
*Assistant Professor Emerita of Education*

**Alan Hueth**, Ph.D., 2020  
*Professor Emeritus of Communication*

**James Jackson Sr.**, Ph.D., 1990  
*Professor Emeritus of Speech*

**James Johnson**, Ed.D., 2018  
*Professor Emeritus of Education*

**David Kerk**, Ph.D., 2010  
*Professor Emeritus of Biology*

**Leon Kugler**, Ph.D., 2018  
*Professor Emeritus of Kinesiology*

**Carroll Land**, Ph.D., 2009  
*Professor Emeritus of Kinesiology*

**Gerald Lashley**, Ed.D., 2000  
*Professor Emeritus of Mathematics and Computer Science*

**Dwayne Little**, Ph.D., 2010  
*Professor Emeritus of History*

**Patsy Livingston**, M.A., 2005  
*Associate Professor Emerita of Kinesiology*

**Dean Marsh**, D.A., 2004  
*Professor Emeritus of Computer Science and Business*

**Ken Martin**, Ph.D., 2016  
*Professor Emeritus of Chemistry*

**Kathryn McConnell**, Ph.D., 2015  
*Professor Emerita of Spanish*

**Michael McConnell**, Ph.D., 2014  
*Professor Emeritus of Biology*

**James McEliece**, Ph.D., 2010  
*Professor Emeritus of Economics*

**Jeanie Milliken**, Ph.D., 2003  
*Professor Emerita of Education*

**Robert Morwood**, Ed.D., 2013  
*Professor Emeritus of Education*

**Nancy K. Murray**, Ph.D., 2016  
*Professor Emerita of Family and Consumer Sciences*

**James Newburg**, M.S.L.S., 2006  
*Librarian Emeritus*

**Deana Noble**, M.S.N., 2013  
*Associate Professor Emerita of Nursing*

**Keith Pagan**, D.Mus.Ed., 1998  
*Professor Emeritus of Music*

**John Pearson**, C.P.A., M.A., 2003  
*Associate Professor Emeritus of Business*

**Herbert Prince**, M.Div., D.D., 2005  
*Associate Professor Emeritus of Philosophy and Religion*

**Dee Puntteney**, Ph.D., 2012  
*Professor Emeritus of Physics*

**Reuben Rodeheaver**, D.Mus.Ed., 2001  
*Professor Emeritus of Music*

**Ann Ruppert**, M.L.S., 2004  
*Librarian Emerita*

**Karen Sangren**, Ph.D., 2017  
*Professor Emerita of Art*

**Esther Saxon**, D.M.A., 1996  
*Professor Emerita of Music*

**Bruce Schooling**, Ph.D., 2018  
*Professor Emeritus of Management*

**Arthur Seamans**, Ph.D., 2000  
*Professor Emeritus of Literature*

**Gene Shea**, C.P.A., M.A., 2004  
*Associate Professor Emeritus of Accounting*

**Dale Shellhamer**, Ph.D., 2012  
*Professor Emeritus of Chemistry*

**Norman Shoemaker**, D. Min., 2014  
*Professor Emeritus of Christian Ministry*

**Sheldon Sickler**, Ph.D., 2009  
*Professor Emeritus of Mathematics and Computer Science*

**James Skalman**, M.F.A., 2019  
*Professor Emeritus of Art*

**Robert Smith**, D.Min., 2018  
*Professor Emeritus of Scripture and Preaching*

**Margaret Stevenson**, Ed.D., 1999  
*Professor Emerita of Nursing*

**David Strawn**, Ph.D., 2008  
*Professor Emeritus of Mathematics*

**Keith Walker**, Ph.D. 2007  
*Professor Emeritus of Physics*

**Maxine Walker**, Ph.D., 2008  
*Professor Emerita of Literature*

**Harry Watkins**, Ph.D., 2019  
*Professor Emeritus of Marketing*

**Reuben Welch**, B.D., D.D., 1990  
*Associate Professor Emeritus of Religion*

**David Whitelaw**, D.Th., 2000  
*Professor Emeritus of Religion*

**Kay Wilder**, Ed.D., 2013  
*Professor Emerita of Family and Consumer Sciences*

**Carl Winderl**, Ph.D., 2018  
*Professor Emeritus of Writing*

**Ronda Winderl**, Ph.D., 2018  
*Professor Emerita of Communication and Theatre*

**Hadley Wood**, Ph.D., 2013  
*Professor Emerita of French and Literature*

**Galen Yorba-Gray**, Ph.D., 2017  
*Professor Emeritus of Spanish*

## **Full-Time Faculty and Academic Administrators**

With the exception of the President, the names of the faculty are arranged alphabetically. The year of the first appointment appears after each name. The appointments and academic rank indicated are for the current academic year.

**Bob Brower**, Ph.D. (1998)  
**President**  
**Professor of Communication**

B.A., Trevecca Nazarene College;  
M.A., University of Cincinnati;  
Ph.D., University of Kansas.

**Micki Abercrombie-Donahue**, Ed.D. (2011)

**Assistant Professor of Education**

B.A., The Master's College;  
M.A., Ed.D., Montana State University.

**Mary Adams**, Ph.D. (2015)

**Associate Professor of Nursing**

B.S.N., Loyola University;  
M.S.N., Lewis University;  
Ph.D., Loyola University, Chicago.

**David Adey**, M.F.A. (2003)

**Professor of Art and Design**

B.A., Point Loma Nazarene University;  
M.F.A., Cranbrook Academy of Art.

**Arnel Aguinaldo**, Ph.D. (2018)

**Assistant Professor of Kinesiology**

B.S., University of California, San Diego;  
M.A., San Diego State University;  
Ph.D., Concordia University.

**Angelica Almonte**, Ph.D. (2012)

**Professor of Nursing**

B.S.N., University of Maryland;  
M.S.N., Ph.D., University of San Diego.

**Brent Alvar**, Ph.D. (2017)

**Professor of Kinesiology**

B.S., M.S., Ph.D., Arizona State University.

**Dianne Anderson**, Ph.D. (2005)

**Director, Biology Graduate Program**

**Professor of Biology**

B.S., Northwest Nazarene College;  
M.S., San Diego State University;  
Ph.D., University of California, San Diego and San Diego State University.

**Theodore Anderson**, Ph.D. (1986)

**Professor of Kinesiology**

A.B., Point Loma College;  
M.Ed., College of Idaho;  
Ph.D., Texas A & M University.

**Jerry Arvin**, M.S. (1994)

**Assistant Professor of Physical Education**

B.S., Greenville College;  
M.S., Butler University.

**Kimberly Athans**, M.Ed. (2017)

**Associate Professor of Teacher Education**

B.A., University of San Diego;

M.A., University of Houston;  
M.Ed., University of San Diego.

**Bo Bae**, Ph.D. (2018)

*Program Director, BA in Organizational Management*

B.A., Wheaton College;  
M.A., Ball State University;  
Ph.D., University of San Diego.

**Linda Beuil**, Ph.D. (1994)

*Professor of Political Science*

B.A., Wheaton College;  
Ph.D., University of Iowa.

**Laurance Beauvais**, Ph.D. (2013)

*Associate Professor of Chemistry*

B.S., University of Houston;  
Ph.D., University of California, Berkeley.

**Ronald Benefiel**, Ph.D. (1996-2000, 2011)

*Lead Consultant for Mission Resources and Pastoral Relations*

*Professor of Sociology and Theology*

B.A., Pasadena/Point Loma College;  
M.A., Point Loma Nazarene College;  
Ph.D., University of Southern California.

**Scott Bennett**, Ph.D. (2007)

*Associate Professor of Spanish*

B.A., M.A., San Diego State University;  
Ph.D., University of California, Santa Barbara.

**Heather Bertrand**, MAEL (2017)

*Assistant Professor of Special Education*

B.S., California State University, Bakersfield;  
M.A., MAEL Point Loma Nazarene University.

**Jeffrey Birdsell**, Ph.D. (2016)

*Associate Professor of Communication*

B.A., Point Loma Nazarene University;  
M.A., San Diego State University;  
Ph.D., The University of Texas at Austin.

**Daniel Bothe**, M.B.A.(2009)

*Dean, Fermanian School of Business*

*Associate Professor of Finance*

B.S., San Diego State University;  
M.B.A., University of Southern California.

**Ryan Botts**, Ph.D. (2010)

*Professor of Mathematics*

B.S., M.S., Cal Poly Sate University, San Luis Obispo;  
Ph.D., Ohio University, Athens.

**Matthew Boyne**, M.A. (2020)

*Associate Professor of Management*

B.S., United States Naval Academy;

M.S., Colorado Tech;  
M.A., Seton Hall University;  
Ed.D., Pepperdine University.

**Max Butterfield**, Ph.D. (2013)

**Professor of Psychology**

B.A., Calvin College;  
M.S., Eastern Michigan University;  
M.S., Ph.D., Texas Christian University.

**J. David Carlson**, M.F.A. (2017)

**Chair, Department of Art and Design**

**Professor of Art**

B.A., Azusa Pacific University;  
M.A., California State University;  
M.F.A., Vermont College of Fine Art.

**Kellye Carroll**, A.B.D. (2019)

**Visiting Assistant Professor in Child Development**

B.F.A., Chapman University;  
M.Ed., University of California, San Diego;  
A.B.D., Grand Canyon University.

**Lorinda Carter**, Ph.D. (2002)

**Professor of Mathematics and Computer Science**

B.A., Point Loma Nazarene University;  
M.S., California State University, Northridge;  
Ph.D., University of California, San Diego.

**Benjamin Cater**, Ph.D. (2017)

**Associate Dean, General Education**

**Associate Professor**

B.A., Point Loma Nazarene University;  
M.A., The University of Montana;  
Ph.D., University of Utah.

**Charles Celaya**, B.Th. (2018)

**Assistant Professor of Commercial Music**

B.S., University of Redlands;  
B.Th., Calvary Chapel Bible College.

**Elizabeth Chamberlain**, Ed.D. (2020)

**Associate Professor of Education**

B.A., MA.Ed., Point Loma Nazarene University;  
Ed.D., Azusa Pacific University.

**Michelle Chen**, Ph.D. (2010)

**Professor of Physics**

B.S., B.A., M.A., University of Chicago;  
Ph.D., University of Pennsylvania.

**Walter Cho**, Ph.D. (2012)

**Professor of Biology**

B.A., Harvard University;  
Ph.D., Massachusetts Institute of Technology and Woods Hole Oceanographic Institution.

**Sara Choung**, Ph.D. (2004)

**Professor of Chemistry**

B.S., Massachusetts Institute of Technology;

Ph.D., University of California, Berkeley.

**Mary Jo Clemmons**, Ed.D. (2011)

**Professor of Faculty Development**

B.M., University of Louisville;

M.A., Queens College;

Ed.D., Columbia University.

**William Clemmons**, Ph.D. (1996)

**Professor of Music**

B.M., University of Louisville;

M.A., Queens College;

Ph.D., City University of New York.

**Benjamin Coleman**, Ph.D. (2017)

**Director, Clinical Training**

B.A., Seattle Pacific University;

M.A., MACL, Ph.D., Fuller Theological Seminary.

**Lael Corbin**, M.F.A. (2005)

**Associate Professor of Art**

B.A., Point Loma Nazarene University;

M.F.A., San Diego State University.

**April Cordero**, Ph.D. (2007)

**Professor of Biology**

B.S., M.A., University of California, San Diego;

Ph.D., University of California, San Diego and San Diego State University.

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