



ADDENDUM A

TO THE NATIONAL UNIVERSITY GENERAL CATALOG 78

Effective November 17, 2014

GENERAL INFORMATION

General Fees

Application Fee for Continuing Education courses through Extended Learning .....	\$60
Application Fee for Non-Credit bearing courses through Extended Learning .....	\$25

Nursing Fees

ORI 10 Course Fee .....	\$250
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Master of Arts in Digital Journalism

iPad Mini package .....	\$900
(Including the device and related software)	

National University Golf Academy Player's Lab Fee

The labs are part of the practical portion of the National University Golf Academy curriculum that incorporate and build upon prior learning in the Player's Lab series. Students participate in individual and/or group activities that can include instruction, training, play, and practice activities.

ORI 31/ ORI 34 Player's Lab A .....	\$100
ORI 19/ ORI 21 Player's Lab B .....	\$350

Students enrolled in a National University Golf Academy program, Certificate, or approved Professional Golf Management elective, who are in good academic standing, are eligible to enroll in the Player's Labs A, provided they are enrolled in a course, and Player's Lab B, provided they are enrolled in or have completed a course in the past 45 days.

POLICIES AND PROCEDURES

CIVIL RIGHTS POLICIES AND PROCEDURES

Removed

Office of Student Affairs (OSA) Procedure for Complaints of Class-Based Discrimination and Harassment Involving a University Student as the Alleged Offender / Respondent

Students who believe that they have been subjected to unlawful discrimination or harassment may use the following informal procedures to resolve their complaint. This process may be used as a prelude to filing a formal complaint or as an alternative and generally is completed within 45 days. It is not necessary that this option be used. Students have the right to file a formal written complaint either initially or if they believe informal resolution is not possible. Students may, at any time, elect to stop these informal procedures.

The Office of Student Affairs will provide any member of the University community an opportunity to discuss specific concerns in a confidential setting. The University encourages discussion between the parties directly involved in a dispute, especially in the early stages before the parties have assumed official or public positions that may polarize the dispute and make resolution more difficult.

Students may seek advice about how best to approach this individual or to obtain other assistance, such as mediation, from their academic advisor, the Office of Student Affairs, or any other appropriate campus officer.

Modified

Appellate Procedure

The only grounds for appeal are as follows:

1. To consider new evidence, unavailable during the original investigation, that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included in the request for appeal; or
2. The sanctions imposed are substantially disproportionate to the severity of the violation; or
3. The grievance procedure was not followed which significantly impacted the outcome.

Either party may submit a request for an appeal for one of the reasons above. The VPSS must receive any request for appeal in writing along with all relevant documentation within 3 business days (Monday through Friday, excluding official University holidays) of the written decision being sent to the parties.

Vice President, Student Services  
National University  
11255 N. Torrey Pines Road  
La Jolla, CA 92037  
(858) 642-8024  
Email: CivilRightsComplaints@nu.edu

The VPSS will review the request for appeal to determine if the appeal meets the limited grounds and is timely.

If the appeal is not timely or eligible, the original finding and any sanctions, if sanctions were issued, will stand and the decision is final. The VPSS will notify both parties in writing. The decision of the VPSS to deny appeal requests is final.

If the appeal is timely and eligible, the VPSS will share information from the appeal with the other party, who may file a response within 3 business days.

The VPSS will review the statements of both parties and may consult with the OSA staff who resolved the complaint and issued findings.

If the VPSS determines that new evidence exists which should be considered, the VPSS will return the complaint to the OSA to reconsider in light of the new evidence only. The reconsideration of the OSA may not be appealed. If the VPSS determines that the grievance procedure was not followed which significantly impacted the outcome, the VPSS will return the complaint to the OSA to correct the error. The results may not be appealed.

If the VPSS determines that the sanctions imposed are substantially disproportionate to the severity of the violation, the VPSS will return the complaint to the OSA, who may then increase, decrease or otherwise modify the sanctions. This decision is final.

The procedures governing the hearing of appeals include the following:

- The parties will be informed of the status of requests for appeal, the status of the appeal consideration, and the results of the appeal decision in a timely manner;
- Appeals are not intended to be full re-hearings of the complaint. In most cases, appeals are confined to a review of the written documentation or record and pertinent documentation regarding the grounds for appeal;
- Appeal officers will not substitute their judgment for that of the original hearing body merely because they disagree with the finding and/or sanctions. Appeal decisions are deferential to the original hearing body.

The appeal officer will render a written decision on the appeal to all parties within 10 business days from receiving the appeal. If the VPSS returns the case to OSA as a result of the appeal, the OSA will notify the parties of the final results within 5 business days from receiving the appeal from the VPSS.

Any sanctions imposed by the OSA prior to appeal are implemented immediately unless the VPSS delays their implementation in extraordinary circumstances pending the outcome of an appeal. Graduation, study abroad, and internships/externships do not in and of themselves constitute extraordinary circumstances, and students may not be able to participate in those activities during their appeal. In cases where the appeal results in reinstatement to the University or of privileges, all reasonable attempts will be made to restore the student to their prior status, recognizing that some opportunities lost may be irretrievable in the short term.

## ACADEMIC INFORMATION FOR UNDERGRADUATE DEGREES

### ADMISSION PROCEDURES

#### Qualifications

Applicants for admission to an undergraduate program must meet the following requirements:

#### Freshman Admission Applicants

- Must have attended a regionally accredited high school\*
- Must have a high school GPA of 2.0.

High school applicants who are within six months of completing their high school diploma may be eligible for conditional admission. See conditional admission section.

Applicants who meet one of the below criteria are considered First-time students and must attend an orientation course through the Division of Extended Learning prior to enrolling at National University.

- Never attended a college or university
- Educational Experience is limited to the following:
  - o Completed competency based education
  - o Completed college level courses during high school or received AP credit
  - o Received ACE recommended credit through military service or training
  - o Received credit through prior learning (CLEP, DANTES, Excelsior, etc.) and/or life experience.

\*Applicants who attended a non-regionally accredited high school or were home schooled must petition the Committee on the Application of Standards for admission approval.

### TRANSFER CREDIT

#### Prior Learning Credit Transfer

National University recognizes knowledge is acquired in many different ways. In addition to the traditional classroom setting, mastery of college-level knowledge and skills may occur as a result of nontraditional learning experiences such as employment, military training and experience, non-collegiate training programs, advanced high school courses, and self-development. The University awards applicable credits earned for nontraditional prior learning, however, credit is not awarded simply for experience but for measurable college-level learning which includes knowledge, skills and competencies students have obtained as a result of their prior learning experiences. College credit may be granted on a case-by-case basis for prior learning only when it can be documented and falls within regular credit course offerings.

The maximum number of credits acceptable for non-collegiate learning is 58.5 quarter units (39 semester units) for an associate degree or a cumulative total of 67.5 quarter units (45 semester units) for a baccalaureate degree. This maximum total is cumulative of all non-collegiate coursework. The credits may be from the following sources:

- A maximum of 67.5 quarter units (45 semester units) may be earned at the lower-division by College-Level Examination Program (CLEP) examinations

- A maximum of 45 quarter units (30 semester units) may be earned at the lower division level for Advanced Placement Examinations (AP) or International Baccalaureate Examinations (IB)
- A maximum of 22.5 quarter units (15 semester units) may be earned for:
  - o DANTES independent study/credit by examination courses
  - o Excelsior College Examinations
  - o Council for Adult Experiential Learning (CAEL) Portfolio
  - o Credit recommended in the National Guide to Credit Recommendations for Non-Collegiate Courses (American Council on Education [ACE])
  - o Local, state, and federal law enforcement training recommended by ACE and such credit as is listed on a transcript from a regionally accredited college
  - o Departmental examinations at National University (Credit by Examination)
- A maximum of 45 quarter units (30 semester units) may be allowed for military experience and military schools that have been evaluated by ACE. An additional 9 quarter units of correspondence credit is available to active or veteran Marine Corps students.
- A maximum of 45 quarter units (30 semester units) of lower-division credit may be allowed for clinical courses for a registered nurse who is a graduate of a three-year hospital nursing school. Up to 22.5 quarter units (15 semester units) of additional lower-division credit may be granted for academically equivalent coursework.

#### College Level Examination Program (CLEP)

The University awards credit for successful completion of CLEP subject examinations. CLEP examination credit can be applied to meet general education, preparation for the major or general lower-division elective credit. National University awards credit for CLEP examinations in accordance with published American Council on Education (ACE) guidelines. The ACE guidelines provide a minimum score required as well as a recommendation on the amount of transfer credit that may be applied. In order to receive credit for CLEP examinations, an official CLEP transcript must be received by the Office of the Registrar. CLEP information can be found at the College Board website: [www.collegeboard.com/clep](http://www.collegeboard.com/clep). The total number of units awarded for CLEP exams cannot exceed 67.5 quarter units (45 semester units) towards a bachelor's degree.

Currently the following National University campuses offer the CLEP examinations: San Diego, Costa Mesa, Nellis Air Force Base, Redding, Sacramento, Twentynine Palms, MCAS Miramar, and San Jose. For further information on testing sites please contact the Testing Center at (858) 541-7951.

**Note:** Students who have taken a CLEP general examination prior to 2002 may use the credit towards general education requirements, as it applies, up to a maximum of 27 quarter units or 18 semester hours. National University does not accept transfer credits for the mathematics general CLEP examination.

#### Advanced Placement (AP) Exams

National University awards college credit, as recommended by ACE, for AP exams passed with a score of 3, 4, or 5. An official transcript must be received in order for credit to be awarded. Further information on the AP Exams can be found at [www.collegeboard.com](http://www.collegeboard.com). Credits from the AP Exams will transfer as outlined in the chart.

#### International Baccalaureate (IB)

National University awards college credit to students who successfully obtain the International Baccalaureate Diploma who have completed Higher Level Examinations. Credit may also be awarded to students who score a 4, 5, 6, or 7 on individual Higher Level Exams. No credit is awarded for IB standard level passes. An official transcript must be received in order to award credit. Further information on the IB programs can be found at [www.ibo.org](http://www.ibo.org). The chart shows how the credit from IB Examinations will be transferred.

#### Defense Activity for Non-Traditional Education Support (DANTES)

DANTES Subject Standardized Tests (DSST) demonstrates college-level learning acquired outside of the college classroom. The tests cover material usually taught in one-semester or one-year post-secondary course. Credit for successful completion of DSST can be applied toward general education, preparation for the major or general elective credit. Most tests grant three semester units (4.5 quarter units)

of credit. The total number of units awarded for subject exams cannot exceed 22.5 quarter units (15 semester units).

DSSST are available to military personnel through the Base Education Services Officer. Further information can be found at <http://getcollegecredit.com>.

**Note:** The DANTES code for National University is 7858.

### Excelsior College Examinations

The Excelsior College Examinations assess college-level competence acquired in non-campus settings in more than 40 arts and sciences, business, education, and nursing subjects. Credit for successful completion of an Excelsior College Examination for the major or general lower-division elective credit. Most examinations are for three or six semester units (4.5 or 9 quarter units) of credit. The total number of units awarded for subject exams cannot exceed 22.5 quarter units (15 semester units).

Excelsior College Examination information is available through the Testing Center in San Diego. Students should contact the Testing Center at (858) 541-7951 for further information.

### CAEL Portfolio

National University has developed a portfolio-based system of demonstrating that a student has achieved the course outcomes for University undergraduate courses. Credit may apply towards both the lower division and upper division credit requirements of the University's undergraduate degree programs unless specified otherwise in policy or limited by the state or jurisdiction of a student's residence.

In our Portfolio program, students demonstrate that what they already know is equivalent to what they would have learned in an equivalent college course. The program is designed to be as flexible as possible to meet students' needs. Students may have acquired this knowledge through past employment, independent reading and study, training programs or in-service courses, volunteer service, cultural or artistic pursuits, hobbies and recreational pastimes, community or religious activities, organizational memberships, adult education, non-credit courses, study abroad, military training not evaluated for credit by ACE, or other experiences. A portfolio enables students to identify and articulate this knowledge, and potentially earn credit for it. Students learn the process of identifying areas of course-equivalent learning and portfolio development skills through the PRLX1000 course offered through the Division of Extended Learning. The resulting portfolio is submitted for review by Subject Matter Experts for potential award of credit. For further information regarding the Portfolio program, please contact [extlearning@nu.edu](mailto:extlearning@nu.edu).

### Other Non-Collegiate Credit

National University accepts credit, to the maximum specified above, from coursework recognized by the National Guide to Credit Recommendations for Non-Collegiate Courses (American Council on Education [ACE]). Students must present appropriate transcripts, certificates, or other official documents before an evaluation can be made. Credits for non-collegiate approved courses apply directly to undergraduate work as it relates to the level and content of the particular degree program.

### Military Education Credit

To be awarded credit for courses taken at military service schools on an equivalency basis, students must submit, an "Application for the Evaluation of Educational Experiences during Military Service" (DD-295), Community College of the Air Force transcript, or a military JST transcript for those serving in the Army, Navy, Marine Corps or Coast Guard. Students must present appropriate transcripts, certificates, or other official documents before an evaluation can be made.

Credits for military school courses apply directly to undergraduate work as it relates to the level and content of the particular degree program. The maximum amount of transfer credit granted for military education is 45 quarter units. An additional 9 units of correspondence coursework may be granted for active or veteran students who served in the Marine Corps. National University will only accept credit for military courses that have been recommended for credit by the American Council on Education (ACE).

## ACADEMIC INFORMATION FOR GRADUATE DEGREES AND CREDENTIALS

### SOURCES OF CREDIT

#### Course Waivers and Unit Transfer Limits

Students who believe that they have taken graduate level coursework at a regionally accredited institution that is applicable to their current program may submit an e-form waiver either through the student portal or with the assistance of an admissions advisor. An official course description for each course must be attached to the e-form request. Course descriptions can usually be obtained directly from the issuing institution, copied from an institution's catalog, or found online through an institution's course catalog. The Office of the Registrar must receive official transcripts from the transferring institution before a course waiver request may be submitted. If a course description is not sufficient for determining transferability, students may be required to submit a course syllabus.

Students can transfer a maximum of 13.5 quarter units at the graduate level provided that the units have not been used to satisfy the requirements of an awarded degree. Regardless of the number of units transferred to the graduate program, students must meet residency requirements of their particular program in order to be eligible for graduation. Waiver for course content only will not be approved if the waiver approval will require a student to take electives to fulfill program unit deficiency. Students should refer to their particular degree program to determine the maximum amount of transfer credit that can be applied. All courses considered for graduate transfer credit must have been taken in a graduate level degree program or notated as graduate level on the issuing institution's transcript.

To be considered for a course waiver, the transferring course must have been completed with a grade of "B" (3.0) or better. No courses can be accepted in transfer as a waiver or credit where the grade earned was a "B-" or below.

Waiver for course content only will not be approved if the waiver approval will require a student to take electives to fulfill program unit deficiency. If the transfer only qualifies for a waiver, the student does not have to complete the course, but credit is not awarded. The Academic Advisement Report (AAR) will show that course requirement has been met but that zero (0) units have been awarded. Students who discontinue and apply for readmission must resubmit for approval of previously applied course waivers. This may require additional graduate-level coursework to be taken in order to satisfy requirements for the student's degree.

#### Special Consideration Waivers Based on Non-Graduate Level Coursework

Students who have a course waiver approved based on a course taken through extended learning or continuing education will typically not be awarded any units. Waiver for course content only will not be approved if the waiver approval will require a student to take electives to fulfill program unit deficiency. National University may consider approving and awarding credit if the issuing institution recognizes the credits as meeting graduate level academic standards, notates on the transcript that the course is granted graduate level academic credit, and confirms in an official letter from their Office of the Registrar that the course would be accepted to meet a requirement in their own graduate programs.

When a student has acquired mastery of a subject through a concentration of undergraduate courses or through considerable experience or training, the lead faculty member may recommend that a course be waived. The lead faculty will determine the required documentation that needs to be submitted in support of the waiver. The lead faculty will make a recommendation, submitted through an e-form, to the Committee on the Application of Standards (CAS).

## COLLEGE OF LETTERS AND SCIENCES

### UNDERGRADUATE DEGREE

#### BACHELOR OF ARTS

#### MAJOR IN ENGLISH WITH SINGLE-SUBJECT MATTER PREPARATION

*Faculty Advisor: John Miller; 949-733-0632; [jmiller@nu.edu](mailto:jmiller@nu.edu)*

#### Modified Core Course Requirements

The major in English with Single Subject Matter Preparation is designed to prepare students for careers teaching middle or secondary school English or language arts. The program is approved by the California Commission on Teacher Credentialing. Students, who complete this program, including the required

portfolio, will not be required to take the California Subject Examination for Teachers (CSET) in English to receive their teaching credential. To fulfill the Single Subject Matter Preparation standards mandated by the state of California, the program requires additional study in certain areas beyond what is required by the regular major in English. In order to receive the equivalency letter, students must also submit a portfolio of work produced in program courses; the requirements of the portfolio are covered in ENG 300.

### Degree Requirements

To receive a Bachelor of Arts in English with Single-Subject Matter Preparation candidates must complete at least 180 quarter units as articulated below, 45 of which must be completed in residence at National University, 76.5 of which must be completed at the upper-division level, and a minimum 70.5 units of the University General Education requirements. In the absence of transfer credit, additional general electives may be necessary to satisfy total units for the degree. The following courses are specific degree requirements.

### Preparation for the Major (5 courses; 22.5 quarter units)

COM 103\* Public Speaking

ILR 260\* Information Literacy  
*Prerequisite: ENG 100, and ENG 101*

LIT 100\* Introduction to Literature  
*Prerequisite: ENG 100, and ENG 101*

THR 200\* Theater Arts

ENG 201 Fiction Writing I  
*Prerequisite: LIT 100*

or

ENG 202 Poetry Writing I  
*Prerequisite: LIT 100*

or

ENG 203 Screenwriting I  
*Prerequisite: LIT 100, or ART 315*

\*May be used to satisfy general education requirements

### Requirements for the Major (15 courses; 67.5 quarter units)

**Note:** ENG 300 should be taken as early in the student's program as possible; it requires a 31.5 hour observation in the public schools.

COM 360 Representation in the Media  
*Prerequisite: ENG 100, and ENG 101*

ENG 300 English Practicum & Portfolio

ENG 350 Fundamentals of Linguistics  
*Prerequisite: ENG 100, and ENG 101*

LIT 311 British Literature I  
*Prerequisite: LIT 100*

LIT 312 British Literature II  
*Prerequisite: LIT 100*

LIT 321 American Literature I  
*Prerequisite: LIT 100*

LIT 322 American Literature II  
*Prerequisite: LIT 100*

LIT 338 Shakespeare  
*Prerequisite: LIT 100*

LIT 345 Mythology  
*Prerequisite: LIT 100*

LIT 360 Literary Theory  
*Prerequisite: LIT 100*

LIT 463 20th Century World Literature  
*Prerequisite: LIT 100*

LIT 498 English Capstone Course  
*Prerequisite: Satisfactory completion of 8 upper-division LIT courses*

and

Choose any three additional upper-division Literature (LIT) courses from available offerings.

### Upper-Division Elective (1 course; 4.5 quarter units)

Students can use any upper-division course in the College of Letters and Sciences to fulfill the Upper-Division Elective Requirement.

### Portfolio Requirement

In order to receive the Single Subject Matter Preparation equivalency letter, all students must submit a portfolio of work completed in program classes. (**Note:** The portfolio is not a graduation requirement.) The specific requirements of this portfolio are discussed in ENG 300. The portfolio itself is submitted upon completion of the program. Students who have completed required program coursework at other colleges or universities will need to submit work from those courses or eligible substitutions. Students or prospective students with questions about this requirement should contact the program Faculty Advisor.

### MAJOR IN GLOBAL STUDIES

*Faculty Advisor: Lorna Zukas; 858-642-8437; llueker@nu.edu*

### Modified Program Description, Transition Programs, and Upper Division Electives

Offered only online, the Bachelor of Arts in Global Studies degree program provides a flexible integration of skills and competencies that prepares students for a variety of careers as well as graduate studies in international relations, development, education, social science, immigration, law and government and non-governmental sectors. In short, the program provides students with the ability to think locally and act globally.

The global environment in which economics, culture, and technology converge is diverse, changing, complex and interdependent. By combining course work from multiple disciplines, this program provides a framework to understand and effectively negotiate global realities, whether they are economic, political, cultural, or ecological. The program encourages students to apply cultural understanding and explore and develop potential markets for their ideas and talent. Students in this program learn to use global communications and information technologies to conduct and present research. Global Studies majors become knowledgeable in the cultures and practices of the world's communities. Graduates understand the roles that ecology, gender, race, class, religion, and ethnicity play in cultural environments and apply their understanding to everyday interactions among diverse cultures. Graduates also produce a portfolio that enables them to integrate the skills they have acquired and apply them in a culminating project to the solution of a real world problem. This portfolio, which graduates post on a website of their own design, includes course projects and the full-length culminating project.

### BA Global Studies/MA History Transition Program

Students currently enrolled in the BA Global Studies program who have a cumulative GPA of at least 3.0 and are within six courses of completion of the BA program may register for the BA Global Studies/MA History transition program. They do so by asking their admission advisor to submit a plan change into the transition program, allowing them to take one MA History class as an elective during the BA Global Studies program. Students may choose any 600-level History course with the exception of HIS 600, HIS 692, HIS 695, HIS 696, HIS 697, HIS 698 or HIS 699.

For students in the BA Global Studies/MA History transition program, the University will waive one Master of Arts in History course taken as part of the bachelor's degree if the grade earned is a "B" or higher. No graduate units will be awarded; instead the University will waive the MA history course taken as part of the bachelor's degree. However, these students must still meet the residency requirements for the Master of Arts in History program. Students must apply for and begin the MA History Program within six months of completing the BA Global Studies program.

Students interested in the transition program to the MA History can have their admissions advisor apply to the program's Faculty Advisor for a waiver of the HIS 600 prerequisite requirement for the transition class the student chooses. The Faculty Advisor will grant such waivers. Once students have completed the transition program and are matriculated into the MA History program, they will need to take HIS 600 as their initial course in the MA History program since it will be enforced as the prerequisite to all other courses in the program.

A complete description of Transition Program requirements can be found in the Policies and Procedures section of this catalog.

### Degree Requirements

To obtain a Bachelor of Arts in Global Studies, students must complete at least 180 quarter units as articulated below, 45 of which must be completed in residence at National University, 76.5 of which must be completed at the upper-division level, and a minimum 70.5 units of the University General Education requirements. In the absence of transfer credit, additional general electives may be necessary to satisfy total units for the degree. The following courses are specific degree requirements. Students should refer to the section on undergraduate admission procedures for specific information regarding admission and evaluation.

If the foreign language requirement is not completed in General Education, the equivalent must be completed as preparation for the Global Studies major either by testing or by satisfactorily passing two courses in one of the following languages: Arabic, Chinese, French, German, Japanese, Portuguese, Russian, or Spanish. Other languages are acceptable upon approval of the director of the program. If a student opts to take the elective course GLS 440, Study Abroad, or IBU 540 International Experience, additional fees, waivers, passports, visas, immunizations and other requirements may need to be fulfilled depending on the destination. It is the student's responsibility to find out about these additional requirements and to meet them.

### Preparation for the Major (2 courses; 9 quarter units)

GLS 150\* Global Issues and Trends

HIS 234\* World Civilizations II  
*Prerequisite: ENG 100, and ENG 101*

\*May be used to fulfill general education requirements.

### Requirements for the Major (10 courses; 45 quarter units)

HIS 320 Culture of Global Capitalism  
*Prerequisite: ENG 100, ENG 101*

SCI 300 Geography

PHL 320 World Religions  
*Prerequisite: ENG 100 and ENG 101*

SOC 328 Intercultural Thinking  
*Prerequisite: ENG 100 and ENG 101*

LIT 463 20th Century World Literature  
*Prerequisite: LIT 100*

GLS 410 Gender and Global Society  
*Prerequisite: ENG 240*

GLS 420 Ecological Revolutions  
*Prerequisite: ENG 240*

GLS 430 The Global Economy  
*Prerequisite: ENG 240*

COM 385 Interactive Storytelling  
*Prerequisite: ENG 101*

GLS 499 Seminar and Portfolio Project

### Upper-Division Electives (6 courses; 27 quarter units)

ART 329 World Art  
*Prerequisite: ENG 100, ENG 101*

GLS 310 Global Communications  
*Prerequisite: ENG 240*

GLS 330 Film in a Global Context  
*Prerequisite: ENG 240*

GLS 440 Study Abroad  
*Prerequisite: HIS 320*

IBU 540 International Experience

HIS 325 Modern World Migration  
*Prerequisite: ENG 100, ENG 101*

HIS 434 Modern World, 1500 to Present  
*Prerequisite: ENG 100, ENG 101, and HIS 234*

MUS 327 World Music  
*Prerequisite: ENG 100 and ENG 101*

PHL 375 Environmental Ethics  
*Prerequisite: ENG 100 and ENG 101*

POL 350 International Relations  
*Prerequisite: ENG 100 and ENG 101*

POL 320 Politics of Social Movements  
*Prerequisite: ENG 100 and ENG 101*

EES 335 Environmental Science

COH 422 Global Health Promotion

MKT 430 Intro to Global Marketing  
*Prerequisite: MKT 302A*

## GRADUATE DEGREE

### MASTER OF ARTS IN GERONTOLOGY

Faculty Advisor: Allyson Washburn; 415-440-0693; awashburn@nu.edu

#### Modified Program Description

The Master of Arts in Gerontology fosters development of the conceptual and clinical foundations necessary to design and provide strengths-based services to our aging population and to develop methods of inquiry and innovative practices to address the evolving needs of the growing numbers of aging persons in their communities. The intended enrollees in the Master of Arts in Gerontology program are mid-career professionals who want to increase their proficiency in this area of specialization or who want to re-specialize, having worked in allied fields. Coursework in the Master of Arts in Gerontology program can be tailored for (1) those currently providing or those who plan to provide direct services to older adults, (2) those whose practice and/or scholarly work will focus on older adults or on issues relating to aging, and (3) those whose work for public and/or private organizations will address the needs and concerns of older adults. Graduates with a Master of Arts in Gerontology will be prepared to work in a variety of settings including:

- community, human service, and religious organizations;
- health care and long-term care institutions;
- federal, state, and local government agencies;
- retirement communities;
- academic and other educational and research settings;
- professional organizations; and,
- business and industry

Learning experiences in the Master of Arts in Gerontology program are based in an advocacy/participatory system of inquiry and case-based pedagogy suitable for adult mid-career professionals. Online tools are used to help build and sustain learning communities through collaborative inquiry.

## SCHOOL OF BUSINESS AND MANAGEMENT

### GRADUATE DEGREE

#### New Program

#### MASTER OF ARTS IN CAUSE LEADERSHIP

Faculty Advisor: Valerie Livesay; 858-642-8405; vlivesay@nu.edu

The Master of Arts in Cause Leadership is designed for the mid- to upper-level nonprofit professional, to create increased capacity for leadership skills, balanced with knowledge, theory, and application. The program is designed to provide leaders with the understanding and skills to create a shared vision among stakeholders, attract and retain resources, and gain the ability to develop others throughout one's organization and the community. Candidates will enhance their ability to lead in environments of unpredictability and uncertainty while maintaining a focus on the organizational purpose.

The Master of Arts in Cause Leadership offers individuals the opportunity to learn how to concurrently develop themselves as individuals and leaders in the nonprofit arena, increase the capacity for leadership in others, and foster the ongoing sustainability and success of their organizations. Rooted in the development of the person, this graduate program provides both practical and practicable tools aimed at cultivating the nonprofit development professional. Acquisition of skills focused on the personal and interpersonal is grounded in a comprehensive understanding of the broader aspects of leading a nonprofit organization.

This program is ideal for those with a passion for leadership, seeking new ideas, enhanced development and networking with fellow professionals. Executives from various roles in nonprofit organizations are welcomed including established leaders seeking further development or enhancement, emerging leaders looking to acquire new and hone existing skills, and aspiring leaders striving to develop themselves as individuals as they expand their professional toolbox.

Program Learning Outcomes for the Master of Arts in Cause Leadership define the capabilities of the students upon completion of the degree program and are based on the graduate's ability to enhance capacity to ensure organizational purpose and identify resources to benefit the interest of the public good.

#### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

- Examine the unique fiduciary responsibilities of and opportunities for nonprofit organizations and their supporters.
- Illustrate a proficiency in the many and varied methods for garnering financial support for nonprofit organizations, including marketing and fundraising.
- Attract and retain resources through the development and management of relationships in the community and with key stakeholders.
- Identify and utilize the skills, tools, and practices that ensure ongoing sustainability and success of nonprofit organizations.
- Navigate the multiple roles and boundaries of the varied stakeholders in the nonprofit arena.
- Articulate one's own leadership philosophy and describe how this philosophy translates into ethical practice through relationships with volunteers, donors, and staff.
- Create and evaluate leadership capacity in self and others.
- Develop an understanding of and grounding in one's personal purpose and connect this to the organization's purpose.

#### Degree Requirements

**(11 courses; 49.5 quarter units)**

To receive a Master of Arts in Cause Leadership, student must complete at least 49.5 quarter units of graduate work. A total of 9 quarter units of graduate credit may be granted for equivalent graduate work completed at another institution, as

it applies to this degree and provided the units were not used in earning another advanced degree. Refer to the section of graduate admission procedures for specific information regarding application and evaluation.

#### Core Requirement (11 courses; 49.5 units)

NPL 600	Nonprofit Fundamentals
NPL 610	Volunteer Leadership <i>Prerequisite: NPL 600</i>
NPL 620	Financial Management <i>Prerequisite: NPL 600</i>
NPL 630	Applied Cause Leadership <i>Prerequisite: NPL 600</i>
NPL 640	Making the Ask: Dev. Methods <i>Prerequisite: NPL 600</i>
NPL 500	Cause Sales (Level 1)
NPL 650	Making the Case: Marketing NPs <i>Prerequisite: NPL 600, and NPL 640</i>
NPL 510	Cause Sales Practice (Level 2) <i>Prerequisite: NPL 500</i>
LED 620	World View & Adult Development
NPL 680	Leading at a Higher Level <i>Prerequisite: NPL 600, NPL 610, NPL 640, NPL 630, NPL 650, NPL 620, NPL 500, NPL 510, LED 620</i>
NPL 690	Capstone Course <i>Prerequisite: NPL 600, NPL 610, NPL 620, NPL 630, NPL 640, NPL 650, NPL 510, LED 620, NPL 680, NPL 500</i>

## SCHOOL OF EDUCATION

#### New Courses

- TED 643 – Added SS Authorization
- EDA 649 – Higher Education Research

#### MASTER OF SCIENCE IN HIGHER EDUCATION ADMINISTRATION

#### Modified Core Requirement

Faculty Advisor: Joseph Marron; 858-642-8356; jmarron@nu.edu

The Program is designed to provide candidates with the knowledge and skills necessary for leadership positions in institutions of Higher Education. Candidates will learn to apply sound educational theory, leadership and strategic management techniques in the planning, evaluation and implementation of instructional programs and student services. Candidates will learn strategies for managing and implementing change in the dynamic higher education environment. Developing and maintaining positive community relationships and addressing diverse community needs and interests will be addressed, along with financial management and case law pertinent to higher education.

#### Degree Requirements

To receive a Master of Science in Higher Education Administration, students must complete at least 45 quarter units of graduate work. A total of 4.5 quarter units of graduate credit may be granted for equivalent graduate work completed at another institution, as it applies to this degree and if the units were not used in earning another advanced degree and provided the coursework was completed within the past 7 years. Course equivalence cannot be granted for life experience. Please refer to the graduate information section of the University catalog for admission and evaluation.

#### Core Requirements

**(10 courses; 45 quarter units)**

EDA 640	Introduction to H.E. Admin.
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EDA 641	Leading and Managing Change <i>Prerequisite: EDA 640</i>
EDA 642	Policy & Accountability <i>Prerequisite: EDA 640</i>
EDA 643	Community Development in HE <i>Prerequisite: EDA 640</i>
EDA 644	Higher Education Law/Politics <i>Prerequisite: EDA 640</i>
EDA 645	Managing Finances & Operations <i>Prerequisite: EDA 640</i>
EDA 646	Strategic Planning & Analysis <i>Prerequisite: EDA 640</i>
EDA 648	Student Svcs & Enrollment Mgt
EDA 649	Higher Education Research
EDA 694	Thesis

## SCHOOL OF ENGINEERING AND COMPUTING

### Terminated Course

- ITM 330 – Desktop Apps & IT Processing
- ITM 410 – Computer Network Tech Overview

## UNDERGRADUATE PROGRAMS

### BACHELOR OF SCIENCE

#### MAJOR IN COMPUTER SCIENCE

*Faculty Advisor: Ronald Uhlig; 858-309-3424; ruhlig@nu.edu*

#### Modified Program Description

The Bachelor of Science in Computer Science degree program provides a strong technical background for students planning to begin careers upon graduation and for those interested in graduate study in computer science. Degree requirements include courses in object oriented programming, data structures and algorithms, operating systems, computer communication networks, software engineering, and computer architecture, as well as mathematics, statistics, and the natural sciences. The program features a rigorous academic foundation that is complemented by realistic programming assignments. Emphasis is placed on developing both the technical and design skills necessary to begin and enhance an individual's career. Graduates of this program are well prepared for immediate employment in either the computer industry or many other businesses that increasingly rely on computer science. The Bachelor of Science in Computer Science Program Educational Objectives are as follows.

Within a few years of graduation, graduates are expected to be:

- Engaged and active as responsible professionals pursuing diverse career paths or successfully continuing their education in graduate school
- Participating in continuing education opportunities enabling them to understand and apply new ideas and technologies in the field of computing
- Effective communicators and team members
- Active contributors to their community and their profession

#### Bachelor of Science in Computer Science/Master of Science in Computer Science (BSCS/MSCS) Transition Program

Students must complete graduate-level coursework taken as part of the BSCS degree with a grade of B or better. This coursework, which counts as electives, will not transfer as graduate-level credit to National University or any other institution as it is part of an undergraduate degree program. Grades earned in graduate level courses will be calculated as part of the student's undergraduate grade point average. Students must be within completing their last six

courses in their undergraduate program and have a cumulative GPA of at least a 3.00 to be eligible. Lastly, students must apply for and begin the MSCS program within six months after completing their final BSCS course. Students must complete their MSCS program within four years with no break exceeding 12 months. Students in the BSCS transition program may take up to two MSCS classes as electives during the BSCS. Students may choose from the following courses: SEN 601, SEN 602, DAT 604, CSC 606, and CSC 607. The number of courses required to earn an MSCS degree for transition program students is reduced from 12 to as few as 10 courses.

## SCHOOL OF HEALTH AND HUMAN SERVICES

### Terminated Programs

- Area of Specialization in Forensic Nursing (Master of Science in Nursing)

### Modified Program Information

## NURSING PROGRAM

### Nursing Program Options

- Generic Entry
- LVN to BSN
- Second Baccalaureate

### Clinical Facility Requirements

**\*Note:** Failure to maintain health clearance and a clear background check during the nursing program may result in dismissal from the nursing program. Students must possess a social security number to disclose to the California Board of Registered Nursing (BRN) at the time of Application for Licensure by Examination.

## SCHOOL OF PROFESSIONAL STUDIES

### Terminated Programs

- Area of Specialization in Public Finance (Master of Public Administration)

## DIVISION OF EXTENDED LEARNING

Effective November 1, 2014, the application fee for Extended Learning Continuing Education courses will be \$60. Non-credit bearing workshops and seminars will have an application fee of \$25.

### Transfer Credit

Coursework taken through the Division of Extended Learning may be used to fulfill degree program requirements. Courses completed must grant academic or continuing education credit. Students earn non-matriculated resident credit for coursework completed through the Division of Extended Learning. A maximum of 24 units may be used toward total units required for a bachelor's degree. With approval of the College/School Dean, nine units of graduate credit may be granted, depending on the degree objective, towards a graduate degree. Grades earned through this Extended Learning will affect cumulative GPA.

Students pay Division of Extended Learning fees for these units. The course repeat policy applies to courses repeated through the Division of Extended Learning.

Extended learning classes may not be taken by the following:

1. Non-matriculated foreign students.
2. Foreign students with I-20 visas from another university.
3. NU matriculated students.
4. Disqualified students – Undergraduate students who have been disqualified from NU will not be allowed to attend the Division of Extended Learning until one year from the date of their disqualification. Graduate students will not be allowed for one quarter following disqualification.
5. Students who have been denied admission.

## New Program

### CERTIFICATE IN CAUSE SALES

Faculty Advisor: Valerie Livesay; 858-642-8405 vlivesay@nu.edu

The Certificate in Cause Sales will educate and inspire students who are considering pursuing a career in nonprofit fundraising by demonstrating how exciting and significant the fundraising profession is to our lives and its impact on the world around us. Regardless of your “chosen” profession, everyone has to “sell.” Whether it is a product, a service, an idea or a passion, selling is a vital and unavoidable part of all of our lives. The goal of this certificate is to teach each nonprofit student how to become more adept at “communicating the ask.”

#### Program Learning Outcomes

Upon completion of the Certificate in Cause Sales, students will be able to:

- Discuss how fundraising plays a key role within various aspects of all nonprofit organizations
- Explain the rewards of a career in nonprofit fundraising and describe how the intensity of individuals’ efforts will usually coincide with their success
- Describe the significant responsibilities that a professional fundraiser faces as the KEY individual / point of contact representing a specific nonprofit organization within the community
- Identify and discuss the competencies needed for a successful nonprofit fundraising career within the nonprofit sector
- Identify how to successfully implement the 8-Step Fundraising Cycle Process
- Participate in a major nonprofit fundraising project where students will have the opportunity to demonstrate their newly acquired sales skills
- Apply ethical tenets to overall acquisition of skills and recognize how ethics shapes the fundraising practice

#### Certificate Requirements (2 courses)

NPLX 1810X: Cause Sales (Level 1)

NPLX 1820X: Cause Sales Practice (Level 2)

## COURSE DESCRIPTIONS

### EDA – Educational Administration

#### EDA 200 Schools of the World

An examination of globalization’s impact on P-12 school by viewing a variety of P-12 schooling models from across the world. Compare and contrast with U.S.’s system of local control of funding and governance, and roles states and federal government play. Accountability, student assessment of learning, governance, funding, culture, and religion are also considered in this examination.

#### EDA 649 Higher Education Research

This is an introductory educational research course designed to provide knowledge, skills, and dispositions required for students to develop a thesis proposal for the MS Higher Education Administration program. The course requires that students utilize a high level of library skills and computer technology to locate relevant research and literature. The course is scheduled for two months and is an online course with synchronous communication – Class Live Pro – sessions.

### EDT – Education & Instructional Technology

#### EDT 693 Instructional Eval. & Devl.

Course Prerequisite(s): EDT 600A, EDT 601, EDT 605, EDT 607, EDT 609, EDT 613, EDT 631, EDT 632

An exploration and application of alternative theories and strategies for evaluating the effectiveness of instructional programs. Applies usability framework, instruments, approaches to student outcomes and assessment, and continuous quality improvement strategies as they apply to the design and improvement of instructional systems. Capstone prospectus developed. Course is eligible for an “IP” grade.

### MTH – Mathematics

#### MTH 435 Linear Algebra

Prerequisite: MTH 220 and MTH 325

An examination of systems of linear equations and matrices, elementary vector-space concepts and geometric interpretations. Discusses finite dimensional vector spaces, linear functions and their matrix representations, determinants, similarity of matrices, inner product, rank, eigenvalues and eigenvectors, canonical form and Gram-Schmidt process. Computer software will demonstrate computational techniques with larger matrices. Graphing calculator or appropriate software may be required.

### NPL – Nonprofit Leadership

#### NPL 500: Cause Sales (Level 1)

Emphasis on the importance of using good relationship-building tactics as the cornerstone of effective fundraising. Featured topics include individual and team fundraising, and development practice in a multi-cultural world. Grounded in industry-approved ethical standards of fundraising, the course offers a detailed examination of donor behavior and communication styles and the factors and motivations that influence donors in the philanthropic decision-making process. In addition, students will gain a greater understanding of one’s own solicitation style while honing the tools to navigate various attributes of behavior, versatility as a communication tool, gender style differences, and each donor’s unique context.

#### NPL 510: Cause Sales Practice (Level 2)

Prerequisite: NPL 500

Building on the knowledge gained in Cause Selling I, this sequential course focuses on preparation for “the ask.” Course components include methods and tools for donor prospecting, qualification, and constituent relationship management (CRM); development of the unique values proposition to connect each donor with the cause; techniques for engaging the donor in meaningful dialogue, marrying effective questioning with equally effective listening; and skills for handling objections. Students will learn about the “asking frame of mind”, the various functions involved with “the ask”, timing of the ask, and creative solicitation approaches, as well as motivational factors and goal-setting for fundraisers. This is an experiential course, and participants will engage in role-play and simulation in order to develop their practice.

#### NPL 600: Nonprofit Fundamentals

Comprehensive overview of principles and practices related to the governance and management of nonprofit organizations. Topics include the historical, legal, and social foundations of the nonprofit sector as well as aspects of nonprofit operations including mission statements, ethics and leadership, managerial and financial controls, building organizational capacity, fundraising and revenue generation, marketing and external environment, board governance, information technology, performance management, and IRS compliance and transparency.

#### NPL 610: Volunteer Leadership

Prerequisite: NPL 600

Overview of the history and extent of volunteerism and philanthropy in nonprofit organizations. Topics include administrative leadership; legal and operating definitions; the purpose, function, and role of boards and committees; board identification, selection, and development; building positive board/staff relationships; communication, decision-making, group leadership, etc. Emphasis will be on leadership issues including defining roles and managing boundaries (role of the board of directors, executive leadership, relationship between the board and the executive director).

#### NPL 620: Financial Management

Prerequisite: NPL 600

Examination of the theory and practice that are essential to understanding how fiscal management should be conducted within a nonprofit organization from a tax, legal, board, and donor perspective. Overview of the knowledge and skills necessary to provide financial leadership in a nonprofit organization, with emphasis on appropriate financial and management strategies including types of giving, gifts processing, grant administration, long- and short-range planning, financial resource management, budgets, financial statements, tax benefits and planning, compliance and financial decision-making tools. The fiduciary responsibilities of both board and staff will be delineated.



### **NPL 630: Applied Cause Leadership**

*Prerequisite: NPL 600*

Using a mix of case studies, interactive discussions, and group exercises, this course prepares current and future nonprofit leaders with the historical and social foundations of leadership theory grounded in the political, social, and economic contexts in which nonprofit organizations operate. Students are charged with crafting their own leadership philosophy that will enable them to inspire and motivate diverse groups including staff, volunteers, donors, decision-makers involved in policy-making, the constituents they serve, and the community at large, with an emphasis on cultivating a deep appreciation for others' perspectives and realities.

### **NPL 640: Making the Ask: Dev. Methods**

*Prerequisite: NPL 600*

The successful development cycle includes identification, cultivation, solicitation and stewardship of donors. Students will explore these aspects of the development cycle and best practice approaches through efforts including annual campaigns, major gifts, planned giving, capital campaigns, corporate relations, crowd-funding, and donor recognition. Emphasis will be placed on building relationships with and managing donors in the context of organizational mission, and training and motivating the board and volunteers to serve as partners in the development initiative.

### **NPL 650: Making the Case: Marketing NPs**

*Prerequisite(s): NPL 600, NPL 640*

Identifying an organization's unique niche/offering is pivotal to the crafting of the narrative and development of the case for support, yet extends even further to the development of programs that fill the need. The importance of marketing and positioning plans for nonprofit organizations and the significance of linking these tools to the organization's mission and purpose are emphasized. Branding and image integrity are linked to a clear understanding of the ideas, priorities, individuals, and events shaping the landscape of the community.

### **NPL 680: Leading at a Higher Level**

*Prerequisite(s): NPL 600, NPL 610, NPL 620, NPL 630, NPL 640, NPL 650, NPL 500, NPL 510, LED 620*

Developing a shared vision is uniquely important in cause leadership given the varied constraints and opportunities of the nonprofit sector. In order to lead others effectively and to inspire engagement by multiple stakeholders, participants will identify the importance of anchoring to their own and the organization's purpose. Special focus will be given to the development of leadership capacity in others to ensure the ongoing sustainability and success of the organization.

### **NPL 690: Capstone Course**

*Course Prerequisite(s): NPL 600, NPL 610, NPL 620, NPL 630, NPL 640, NPL 500, NPL 650, NPL 510, LED 620, NPL 680*

The Capstone is designed to be the culminating experience of the concepts, theories and practices of the Cause Leadership master's degree. This hands-on learning opportunity transforms educational concepts into action. Graduates will draw inspiration and instruction from their capstone course experience as they assume positions of leadership in the nonprofit sector. The nonprofit arena, in turn, will benefit from the vast reservoir of experience and high level of excellence that Cause Leadership graduates will bring to their positions in the world of philanthropy. Course is H/S/U only and eligible for In Progress grading.

## **PHL – Philosophy**

### **PHL 336 Philosophy of Science**

*Prerequisites: ENG 100, and ENG 101*

A survey of major theories of science. Considers the nature of scientific knowledge, the roots of science in our everyday cognition and behavior, the relation of theory to experimentation, the social implications of science, the relation of physical to social science and the relation of science to technology.

### **PHL 337 Ethics**

*Prerequisites: ENG 100, and ENG 101*

An examination of theories of value and ideological differences in practical applications to clarify ethical differences. Course emphasizes the dilemmas of personal and professional responsibility, including business and workplace circumstances, social relationships and policy practice.

### **PHL 339 Study of a Major Philosopher**

*Prerequisites: ENG 100, and ENG 101*

An in-depth analysis of the writings of a major figure in the history of philosophical thought. The particular emphasis will be determined by the instructor in the context of the specific thinker chosen.

### **PHL 375 Environmental Ethics**

*Prerequisites: ENG 100, and ENG 101*

An exploration of ethical theories cited and applied to contemporary environmental issues, such as animal rights and experimentation, habitat loss, species extinction, pollution, industrialization, and population control. Western cultural and ecological assumptions are examined through the lenses of humanitarian, eco-centric, and utilitarian perspectives.

## **SEM – Sustainability Management**

### **SEM 610A Project I**

*Prerequisite: SUS 601, SUS 602, SUS 603, SEM 604, SUS 604, SEM 605, SEM 606, SEM 607, SEM 608*

Focus on the application of sustainability methods learned through this program. The student teams select research topics and write a detailed project proposal. The student teams define the research problem and gather data from literature searches and/or the client organization, if applicable. Grading is by H, S, or U only; course is not eligible for an "IP" grade. SEM 610A is a one month course taken immediately before SEM 610B.

### **SEM 610B Project II**

*Prerequisite: SEM 610A*

This continuation course focuses on methodology, data analysis, results, modeling/simulation, conclusions and recommendations related to the project selected. Student teams are required to present their research in both written and oral form to students and faculty and if applicable to client organization. Grading is by H, S, or U only; course is not eligible for an "IP" grade. SEM 610B is a two month course taken immediately after SEM 610A.

## **TED – Teacher Education**

### **TED 643 Added SS Authorization**

*Prerequisite: Passing CSET in desired Single Subject content area authorization.*

This course is for individuals: 1) pursuing a second Single Subject authorization or 2) who possess a Multiple Subject Credential and desire an initial Single Subject credential. Passing CSET scores in the desired authorization is a prerequisite. Course is repeatable for credit for each additional Single Subject content area authorization.

## **DIVISION OF EXTENDED LEARNING**

### **COURSE DESCRIPTIONS**

#### **NPLX – Non-Profit Leadership**

##### **NPLX 1810X: Cause Sales (Level 1) \$497.50**

This course teaches the importance of using good relationship-building tactics as the cornerstone of effective fundraising. Featured topics include individual and team fundraising, and development practice in a multi-cultural world. Grounded in industry-approved ethical standards of fundraising, the course offers a detailed examination of donor behavior and communication styles and the factors and motivations that influence donors in the philanthropic decision-making process. In addition, students will gain a greater understanding of one's own solicitation style while honing the tools to navigate various attributes of behavior, versatility as a communication tool, gender style differences, and each donor's unique context.

##### **NPLX 1820X: Cause Sales Practice (Level 2) \$497.50**

Building on the knowledge gained in Cause Selling I, this sequential course focuses on preparation for "the ask." Course components include methods and tools for donor prospecting, qualification, and constituent relationship management (CRM); development of the unique values proposition to connect each donor with the cause; techniques for engaging the donor in meaningful dialogue, marrying effective questioning with equally effective listening; and skills for handling

objections. Students will learn about the “asking frame of mind”, the various functions involved with “the ask”, timing of the ask, and creative solicitation approaches, as well as motivational factors and goal-setting for fundraisers. This is an experiential course, and participants will engage in role-play and simulation in order to develop their practice.

## **PMTX – Professional Marine Technology**

### **PMTX 1070X Underwater Cutting & Welding – \$688**

*Prerequisite: PMTX 1015X with a minimum grade of C., Corequisite PMTX 1068X or Corequisite PMTX 1086X*

This is a highly specialized course designed to prepare students to obtain high quality Shielded Metal Arc Welding (SMAW) skills both above and below the water line. The course follows the guidelines in accordance with AWS D3.6M 2010 standards. The training is designed to equip students with the skills necessary to produce high quality fillet welds. Students will be introduced to all the relevant theory associated with the SMAW welding process, together with relevant safe working practices. This course emphasizes the performance of high quality, defect-free, wet welds by the student while preparing the student diver/welder to obtain a (3F) vertical welder certification in accordance with the testing and acceptance criteria of AWS D3.6, specifications for underwater welding, class B fillet welds. - See more at: <http://nupolytech.wengine.com/underwater-welding-schools/#sthash.t5umY8HS.dpuf>

### **PMTX 1028X Basic Surface Supply Diving – \$688**

*Prerequisite: Diving Physical Exam, SCUBA card, First Aid & CPR card, PMTX 1022X with a minimum grade of C., PMTX 1024X with a minimum grade of C., Corequisite: PMTX 1017X, Corequisite: PMTX 1900x*

Instruction on basic skills of air and mixed gas surface supply lightweight diving, fundamental concepts, terminology, and practical skills of seamanship, line handling, rigging, and underwater work procedures and the fundamentals of line (rope) and wire rope classification, composition, and use. Proper tying and use of knots and their practical application by divers, working load limit (WLL) for rope, wire, and rigging hardware, as well as to calculate the ratio and mechanical advantage of block and tackle are covered.

## **PRLX – Prior Learning**

### **PRLX 1000X: PLA Portfolio Development – \$750**

Accelerated course that will help students identify areas of learning they may want to have evaluated for college-level equivalency. The course will also guide students through the preparation and compilation of all components required for the evaluation of a portfolio of prior learning through LearningCounts.org. Included in this instructor led course is one free portfolio assessment.