



ADDENDUM NO. 5

TO

2008-2009

KEISER UNIVERSITY CATALOG

VOLUME 8, NO. 1

Effective May 5, 2009

**KEISER UNIVERSITY
CATALOG ADDENDUM**

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Keiser University continually reviews, improves and updates its programs, courses and curricula. It is incumbent on the University to reflect these revisions in its publications. The following *Addendum No.5* represents additions, changes and deletions to the 2008-2009 Keiser University Catalog, August 27, 2008 Edition, Volume 8, No. 1, and is effective May 5, 2009. It includes changes covered in Addenda Nos. 1, 2, 3, and 4.

Page 1 and back cover, Keiser University Additional Locations

Replace this information with the following:

Keiser University, Jacksonville
6430 Southpoint Parkway, Suite 100
Jacksonville, Florida 32216
(904) 296-3440

Page 8, Mission Statement

Replace this section with the following:

MISSION STATEMENT

Keiser University is a regionally accredited, private, career university that provides educational programs at the undergraduate and graduate levels for a diverse student body in traditional, nontraditional and online delivery formats. The main campus is located in Fort Lauderdale with campuses located throughout the State of Florida and internationally. Through quality teaching, the University is committed to provide all students with opportunities to develop the knowledge, understanding, and skills necessary for successful employment. Committed to a students' first philosophy, Keiser University prepares graduates for careers in business, criminal justice, health care, technology, hospitality, education and career-focused general studies.

Inherent in our Mission is service to the community. This service includes community partnerships, involvement with various constituencies and various continuing education programs.

Pages 11 and 12, LICENSURE AND ACCREDITATION

Replace the zip code for the Commission for Independent Education with the following:

32399-0400

Replace these paragraphs with the following:

- Keiser University's Medical Laboratory Technician program, Ft. Lauderdale campus, is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, Illinois 60018, 773-714-8880.
- Keiser University's Medical Assistant program, Daytona Beach campus, is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP),

1361 Park Street, Clearwater, FL 33756, Phone 727-210-2350, on recommendation of the Curriculum Review Board of the American Association of Medical Assistants' Endowment (AAMAE).

- Keiser University's Occupational Therapy Assistant program, Ft. Lauderdale, Kendall, Melbourne, Orlando, and Pembroke Pines campuses, is fully accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA). The current status of the program at the Pembroke Pines campus is as a developing program in the process of seeking independent accreditation. Additional campuses seeking accreditation status under the Pembroke Pines charter are Jacksonville and Daytona. ACOTE can be reached at Accreditation Council for Occupational Therapy Education, 4720 Montgomery Lane, P.O. Box 31220, Bethesda, Maryland 20824-1220, (301) 652-AOTA.
- Keiser University's Diagnostic Medical Sonography programs (general concentration), Daytona Beach and Ft. Lauderdale campuses, are accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, FL 33756, (727-210-2350, on recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS).
- Keiser University Center for Culinary Arts, Tallahassee and Melbourne campuses, are accredited by the American Culinary Federation Inc., 180 Center Place Way, St. Augustine, Florida 32095, (940) 824-4468, www.acfchefs.org.
- Keiser University's Surgical Technology program, Port St. Lucie campus, is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, FL 33756, Phone 727-210-2350.

Page 18, Descriptions of Facilities and Equipment

Replace this information with the following:

Keiser University, Jacksonville

The Jacksonville campus is located in south Jacksonville at The Summit at Southpoint, 6430 Southpoint Parkway. The 46,000 square-foot campus, located in a three-story building, has free parking. The Jacksonville campus has a library, student lounge, 18 classrooms, auditorium with seating for more than 90 people, five medical laboratories, three computer laboratories, two radiology x-ray rooms and a crime scene technology laboratory. All equipment used at Keiser University is comparable to industry standards and effectively meets program objectives.

Page 24 and 25, Admissions, GENERAL ADMISSION REQUIREMENTS

Replace paragraph five with the following:

It is a policy of Keiser University that candidates seeking general admission to the University are not required to take the general admission test upon providing written proof of an earned associate degree or a higher degree from a regionally accredited college. Candidates with an associate degree or a higher degree from a regionally accredited college seeking entry into the

University's allied health programs must have a cumulative grade point average of 3.25 to be considered. Candidates must meet all other general and allied health program-specific admission requirements.

Pages 31 through 34, Florida's Statewide Course Numbering System

Replace this section with the following:

FLORIDA'S STATEWIDE COURSE NUMBERING SYSTEM

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida's Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and 23 participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online Statewide Course Numbering System to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website at <http://scns.fldoe.org>.

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

The course prefix and each digit in the course number have a meaning in the Statewide Course Numbering System (SCNS). The list of course prefixes and numbers, along with their generic titles, is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

Example of Course Identifier

| Prefix | Level Code (first digit) | Century Digit (second digit) | Decade Digit (third digit) | Unit Digit (fourth digit) | Lab Code |
|------------------------|---|---------------------------------|---------------------------------------|---|--|
| ENC | 1 | 1 | 0 | 1 | |
| English Composition | Lower (Freshman) Level at this institution | Freshman Composition | Freshman Composition Skills | Freshman Composition Skills I | No laboratory component in this course |

General Rule for Course Equivalencies

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

For example, a freshman composition skills course is offered by 55 different postsecondary institutions. Each institution uses "ENC_101" to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "ENC" means "English Composition," the century digit "1" represents "Freshman Composition," the decade digit "0" represents "Freshman Composition Skills," and the unit digit "1" represents "Freshman Composition Skills I."

In the sciences and certain other areas, a “C” or “L” after the course number is known as a lab indicator. The “C” represents a combined lecture and laboratory course that meets in the same place at the same time. The “L” represents a laboratory course or the laboratory part of a course, having the same prefix and course number without a lab indicator, which meets at a different time or place.

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

The Course Prefix

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

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

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

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include varying topics courses that must be evaluated individually, or applied courses in which the student must be

evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

- A. Courses not offered by the receiving institution.
- B. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
- C. Courses in the _900-999 series are not automatically transferable, and must be evaluated individually. These include such courses as Special Topics, Internships, Practica, Study Abroad, Thesis and Dissertations.
- D. College preparatory and vocational preparatory courses.
- E. Graduate courses.
- F. Internships, practica, clinical experiences and study abroad courses with numbers other than those ranging from 900-999.
- G. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice are not guaranteed as transferable.

Courses at Nonregionally Accredited Institutions

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

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decisions should be directed to Dr. David Kreitner, Director of Quality Enhancement in the Office of the Chancellor at (954) 776-4476, or the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the Statewide Course Numbering System office at (850) 245-0427 or via the internet at <http://scns.fldoe.org>.

Page 68, PLAGIARISM

Insert the following new section after the INDEPENDENT/DIRECTED STUDY paragraph:

PLAGIARISM

It is a policy of Keiser University that students assume responsibility for maintaining honesty in all work submitted for credit and in any other work designated by an instructor of a course. Plagiarism, because it is a form of theft and dishonesty that interferes with the goals of education, must carry severe penalties. The penalties are as follows:

- The first occurrence of an assignment containing plagiarized material results in an automatic “F” for that assignment.
- The first occurrence of a student copying an entire paper and turning it in as their own work results in an automatic “F” for the class.
- The second occurrence of an assignment containing plagiarized material results in an automatic “F” for the course.
- The second occurrence of a student turning in an entire paper as his/her own work results in an automatic suspension from the University for one semester.

- The third occurrence of an assignment containing plagiarized material results in an automatic suspension from the University for one semester.
- The fourth occurrence of an assignment containing plagiarized material results in an automatic dismissal from the University.

Pages 68 and 69, Satisfactory Academic Progress

Replace this section with the following:

SATISFACTORY ACADEMIC PROGRESS

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

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

A student whose cumulative grade average falls below 2.0 is placed on academic probation for the next semester. While on academic probation, a student remains eligible for Title IV financial aid funds. A student on academic probation who brings his/her cumulative grade average to 2.0 is removed from academic probation. A student who earns a 2.0 grade average for a semester without attaining a cumulative 2.0 while on academic probation is allowed to remain in school. (A student may continue on academic probation even though his/her cumulative grade average is below 2.0 as long as he/she meets the minimum standards each semester.) While on academic probation, a student not earning a 2.0 grade point average by the end of the semester is dismissed from Keiser University.

A student who is readmitted after dismissal for failure to meet this qualitative standard is readmitted on academic probation and is not eligible for Title IV funds until he/she has reestablished a 2.0 cumulative grade average at the end of the returning semester.

The quantitative standard requires students to complete their program of study within 150% of the normal timeframe allotted for completion of the program. Transfer credit hours that meet degree requirements are considered in the determination of this 150% normal time frame, although not in computation of grade point average. The normal timeframe is measured in credit hours attempted (rather than semesters) to accommodate schedules of full-time and part-time students.

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

A student whose cumulative completion rate falls below 67% at the end of an academic year is placed on academic probation for the next semester. While on probation, a student remains eligible for Title IV financial aid funds.

A student who completes 67% of credit hours attempted in a semester while on academic probation is allowed to remain in school. A student may continue on academic probation even though his/her cumulative completion rate is below 67% as long as he/she meets the minimum standards for each semester. A student on academic probation who brings his/her completion rate to 67% is removed from academic probation. A student on probation who does not complete 67% of the credits attempted by the end of the semester is dismissed from Keiser University.

A student who has been dismissed may reapply to Keiser University after remaining out of school for one full semester. At that time, a student's academic records are evaluated to determine if it is possible for a 2.0 cumulative grade point average to be achieved and if the program can be completed within the maximum 150% timeframe. If both these standards can be achieved, a student may be readmitted but is not eligible for Title IV funds until the student achieves satisfactory academic progress both quantitatively and qualitatively. Therefore, should funding be required, alternative financing must be established by re-enrolling students.

A student who is readmitted after dismissal for failure to meet the quantitative standard is readmitted on academic probation and is not eligible for Title IV funds until he/she has completed 67% or more of credit hours attempted at the end of the returning semester.

Keiser University may use its discretion in waiving its Satisfactory Academic Progress standards in cases where students have mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student's immediate family member. Students requesting an appeal of Keiser University's Satisfactory Academic Progress standards must submit a written request, with appropriate documentation, to the Associate Vice Chancellor of Academic Affairs. If an appeal is approved, the student is allowed one additional semester to meet required standards and to regain eligibility for Title IV funds.

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

Pages 74 through 82, Programs Offered At Each Campus

Replace the program offerings with the following:

CAMPUS

Daytona

PROGRAMS OFFERED

Bachelor of Arts

Accounting (online only)

Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing)

Criminal Justice

Health Services Administration (online only)

Homeland Security (online only)

Legal Studies (online only)

Professional Accounting (online only)

Bachelor of Science

Health Science (online only)

Sports Medicine and Fitness Technology

Associate of Arts

Accounting

Criminal Justice

Health Services Administration

Homeland Security (online only)

Paralegal Studies (online only)

Associate of Science

Crime Scene Technology

Diagnostic Medical Sonography

Information Technology (online only)

Massage Therapy

Medical Assisting

Radiologic Technology

Sports Medicine and Fitness Technology

Video Game Design

Ft. Lauderdale

Master Degrees

Master of Arts in Criminal Justice (online only)

Master of Business Administration-concentrations in International Business, Leadership for Managers, and Marketing (on-campus, online and hybrid)

Master of Science in Education-specializations in College Administration, Leadership, and Teaching and Learning (online only)

Bachelor of Arts

Accounting (online only)

Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing) (available in Spanish online only—HR concentration not offered)

Homeland Security (online only)

Criminal Justice

Health Services Administration

Legal Studies

Professional Accounting (online only)

Bachelor of Science

Information Technology Management

Health Science

Interdisciplinary Studies

Management Information Systems (online only)

Nursing (online only)

Associate of Arts

Accounting

Criminal Justice

Health Services Administration

Homeland Security (online only)

Paralegal Studies

Associate of Science

Aquatic Engineering (online only)

Computer-Aided Drafting

Computer Programming

Crime Scene Technology

Diagnostic Medical Sonography

| | |
|--------------|--|
| | <p>Diagnostic Vascular Sonography Fashion Design and Merchandising Information Technology Medical Assisting Medical Laboratory Technician Nuclear Medicine Technology Nursing Occupational Therapy Assistant Physical Therapist Assistant Radiologic Technology Sports Medicine and Fitness Technology Video Game Design</p> |
| Jacksonville | <p><u>Bachelor of Arts</u> Accounting (online only) Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing) Criminal Justice Health Services Administration (online only) Homeland Security (online only) Legal Studies Professional Accounting (online only)</p> <p><u>Bachelor of Science</u> Information Technology Management (online only) Health Science (online only) Management Information Systems (online only) Nursing (online only)</p> <p><u>Associate of Arts</u> Accounting Criminal Justice Health Services Administration Paralegal Studies</p> <p><u>Associate of Science</u> Computer Graphics and Design Crime Scene Technology Information Technology Medical Assisting Nursing Radiologic Technology</p> |
| Kendall | <p><u>Master Degrees</u> Master of Business Administration-concentrations in International Business, Leadership for Managers, and Marketing (hybrid only)</p> <p><u>Bachelor of Arts</u> Accounting (online only) Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing) (online only) Legal Studies (online only) Professional Accounting (online only)</p> <p><u>Bachelor of Science</u> Health Science (online only) Nursing (online only)</p> <p><u>Associate of Arts</u></p> |

| | |
|-----------|--|
| | Accounting |
| | Business Administration |
| | Criminal Justice |
| | Health Services Administration |
| | Paralegal Studies |
| | <u>Associate of Science</u> |
| | Information Technology (online only) |
| | Medical Assisting |
| | Nuclear Medicine Technology |
| | Nursing |
| | Occupational Therapy Assistant |
| | Radiologic Technology |
| Lakeland | <u>Bachelor of Arts</u> |
| | Accounting (online only) |
| | Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing) |
| | Criminal Justice |
| | Health Services Administration |
| | Homeland Security (online only) |
| | Legal Studies (online only) |
| | Professional Accounting (online only) |
| | <u>Bachelor of Science</u> |
| | Health Science (online only) |
| | Information Technology Management (online only) |
| | Management Information Systems (online only) |
| | Nursing (online only) |
| | <u>Associate of Arts</u> |
| | Accounting |
| | Criminal Justice |
| | Health Services Administration |
| | Homeland Security (online only) |
| | Paralegal Studies (online only) |
| | <u>Associate of Science</u> |
| | Computer Graphics and Design |
| | Information Technology (online only) |
| | Massage Therapy |
| | Medical Assisting |
| | Nuclear Medicine Technology |
| | Nursing |
| | Radiologic Technology |
| | Sports Medicine and Fitness Technology |
| Melbourne | <u>Master Degrees</u> |
| | Master of Business Administration-concentrations in International Business, Leadership for Managers, and Marketing (online only) |
| | <u>Bachelor of Arts</u> |
| | Accounting (online only) |
| | Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing) |
| | Criminal Justice (online only) |
| | Health Services Administration (online only) |
| | Homeland Security (online only) |

| | |
|----------------|--|
| | Legal Studies (online only) |
| | Professional Accounting (online only) |
| | <u>Bachelor of Science</u> |
| | Health Science (online only) |
| | Information Technology Management (online only) |
| | Management Information Systems (online only) |
| | Nursing (online only) |
| | <u>Associate of Arts</u> |
| | Accounting |
| | Criminal Justice |
| | Health Services Administration |
| | Homeland Security (online only) |
| | Paralegal Studies (online only) |
| | <u>Associate of Science</u> |
| | Culinary Arts |
| | Diagnostic Medical Sonography |
| | Information Technology |
| | Massage Therapy |
| | Medical Assisting |
| | Nuclear Medicine Technology |
| | Nursing |
| | Occupational Therapy Assistant |
| | Radiologic Technology |
| | Web Design and Development |
| Orlando | <u>Bachelor of Arts</u> |
| | Accounting (online only) |
| | Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing) |
| | Criminal Justice |
| | Health Services Administration (online only) |
| | Legal Studies |
| | Professional Accounting (online only) |
| | <u>Bachelor of Science</u> |
| | Health Science (online only) |
| | Information Technology Management (online only) |
| | Management Information Systems (online only) |
| | Nursing (online only) |
| | <u>Associate of Arts</u> |
| | Criminal Justice |
| | Health Services Administration |
| | Paralegal Studies |
| | <u>Associate of Science</u> |
| | Crime Scene Technology |
| | Histotechnology |
| | Information Technology |
| | Massage Therapy |
| | Medical Assisting |
| | Nursing |
| | Occupational Therapy Assistant |
| | Radiologic Technology |
| Pembroke Pines | <u>Master Degrees</u> |

Master of Business Administration-concentrations in International Business, Leadership for Managers, and Marketing (online and hybrid only)

Bachelor of Arts

Accounting (online only)

Business Administration (concentrations in Management, Human Resource Management, International Business, Finance and Marketing)

Criminal Justice

Health Services Administration (online only)

Homeland Security (online only)

Legal Studies

Professional Accounting (online only)

Bachelor of Science

Health Sciences (online only)

Information Technology Management (online only)

Nursing (online only)

Associate of Arts

Accounting

Criminal Justice

Health Services Administration

Homeland Security (online only)

Paralegal Studies

Associate of Science

Computer Graphics and Design

Histotechnology

Information Technology

Massage Therapy

Medical Assisting

Occupational Therapy Assistant

Technology Integration

Port St. Lucie

Bachelor of Arts

Accounting (online only)

Business Administration-concentrations in Management, Human Resource Management, International Business, Finance and Marketing (online only)

Criminal Justice

Health Services Administration (online only)

Homeland Security (online only)

Legal Studies

Professional Accounting (online only)

Bachelor of Science

Health Science (online only)

Management Information Systems (online only)

Nursing (online only)

Sports Medicine and Fitness Technology

Associate of Arts

Accounting

Business Administration

Criminal Justice

Health Services Administration

Paralegal Studies

Associate of Science

| | |
|-------------|--|
| | Biotechnology |
| | Computer Graphics and Design |
| | Information Technology |
| | Massage Therapy |
| | Medical Assisting |
| | Radiologic Technology |
| | Sports Medicine and Fitness Technology |
| | Surgical Technology |
| | Video Game Design |
| Sarasota | <u>Bachelor of Arts</u> |
| | Accounting (online only) |
| | Business Administration-concentrations in Management, Human Resource Management, International Business, Finance and Marketing |
| | Criminal Justice |
| | Health Services Administration (online only) |
| | Homeland Security (online only) |
| | Legal Studies |
| | Professional Accounting (online only) |
| | <u>Bachelor of Science</u> |
| | Elementary Education |
| | Nursing (online only) |
| | <u>Associate of Arts</u> |
| | Accounting |
| | Health Services Administration |
| | Homeland Security (online only) |
| | Paralegal Studies |
| | <u>Associate of Science</u> |
| | Crime Scene Technology |
| | Culinary Arts |
| | Fire Science (online only) |
| | Information Technology |
| | Medical Assisting |
| | Nursing |
| | Radiologic Technology |
| Tallahassee | <u>Bachelor of Arts</u> |
| | Accounting (online only) |
| | Business Administration-concentrations in Management, Human Resource Management, International Business, Finance and Marketing |
| | Criminal Justice |
| | Health Services Administration |
| | Homeland Security (online only) |
| | Legal Studies (online only) |
| | Professional Accounting (online only) |
| | <u>Bachelor of Science</u> |
| | Health Science (online only) |
| | Information Technology Management (online only) |
| | Management Information Systems (online only) |
| | Nursing (online only) |
| | <u>Associate of Arts</u> |
| | Accounting |
| | Criminal Justice |

Health Services Administration
 Homeland Security (online only)
 Paralegal Studies
Associate of Science
 Baking and Pastry Arts
 Computer Graphics and Design
 Culinary Arts
 Information Technology
 Medical Assisting
 Nursing
 Radiologic Technology
Master Degrees
 Master of Business Administration-concentrations in International Business, Leadership for Managers, and Marketing (online only)
Bachelor of Arts
 Accounting (online only)
 Business Administration-concentrations in Management, Human Resource Management, International Business, Finance and Marketing (online only)
 Criminal Justice
 Health Services Administration
 Homeland Security (online only)
 Legal Studies
 Professional Accounting (online only)
Bachelor of Science
 Health Science (online only)
 Management Information Systems (online only)
Associate of Arts
 Accounting
 Criminal Justice
 Health Services Administration
 Homeland Security (online only)
 Paralegal Studies
Associate of Science
 Computer Graphics and Design
 Crime Scene Technology
 Information Technology
 Medical Assisting
 Radiologic Technology
Master Degrees
 Master of Arts in Criminal Justice (online only)
 Master of Business Administration-concentrations in International Business, Leadership for Managers, and Marketing (online and hybrid only)
 Master of Science in Education-specializations in College Administration, Leadership, and Teaching and Learning (online only)
Bachelor of Arts
 Accounting (online only)
 Business Administration-concentrations in Management, Human Resource Management, International Business, Finance and Marketing
 Criminal Justice
 Health Services Administration (online only)

Homeland Security
 Legal Studies
 Professional Accounting (online only)
Bachelor of Science
 Health Science (online only)
 Information Technology Management (online only)
 Management Information Systems (online only)
 Nursing (online only)
Associate of Arts
 Accounting
 Criminal Justice
 Health Services Administration
 Homeland Security
 Paralegal Studies
Associate of Science
 Computer Graphics and Design
 Information Technology
 Massage Therapy
 Medical Assisting
 Nursing
 Radiologic Technology

Page 83, Program Description, Master of Arts in Criminal Justice

Replace this section with the following:

Program Description

Keiser University's Master of Arts degree in Criminal Justice provides an intensive study of theory and practice in the field of criminal justice. The program fosters independent learning and enables students to contribute intellectually to the corrections, law enforcement and administration of justice professions.

Students learn to manage components of the criminal justice system through course work in areas such as correctional systems, law enforcement, court systems, criminal justice and criminology theory, juvenile justice, gender, race, and crime, professionalism and ethics, criminal justice research, and management and leadership in criminal justice. Graduates demonstrate a conceptual understanding of advanced criminal justice systems and critically analyze and solve problems based on applied research methods.

Page 84, Master of Arts in Criminal Justice Major Core Courses

Replace this section with the following:

Master of Arts in Criminal Justice Major Core Courses (36.0 credit hours)

| | | |
|---------|---|------------------|
| MACJ501 | Seminar in Criminal Justice (prerequisite course) | 3.0 credit hours |
| MACJ511 | Seminar in Law Enforcement | 3.0 credit hours |
| MACJ512 | Seminar in Court Systems | 3.0 credit hours |
| MACJ513 | Seminar in Correctional Systems | 3.0 credit hours |
| MACJ514 | Theory in Criminology and Criminal Justice | 3.0 credit hours |

| | | |
|---------|--|------------------|
| MACJ530 | Management and Administration of CJ | 3.0 credit hours |
| MACJ540 | Professionalism and Ethics in CJ | 3.0 credit hours |
| MACJ550 | Juvenile Justice | 3.0 credit hours |
| MACJ560 | Gender, Race and Crime | 3.0 credit hours |
| MACJ590 | Research Methods in CJ | 3.0 credit hours |
| MACJ595 | Applied Research and Analytical Methods in CJ | 3.0 credit hours |
| MACJ600 | Capstone: Criminal Justice Thesis (taken in last semester) | 3.0 credit hours |

Page 85-87, Master of Business Administration Degrees, Business Administration

Replace this section with the following:

Business Administration

Accounting Concentration

Leadership for Managers Concentration

International Business Concentration

Marketing Concentration

Program Description

Keiser University's Master of Business Administration offers an intensive graduate program that educates students in theories and practices of the modern business world. The MBA program fosters independent learning and enables students to contribute intellectually to the business profession.

Students specialize in one of four areas: Accounting, Leadership for Managers, International Business, or Marketing. In addition, MBA students complete general coursework in valuable areas such as accounting, finance, management, marketing and business research methods. Graduates demonstrate a conceptual understanding of advanced business strategies and critically analyze and solve problems based on applied research methods.

Program Objectives

Keiser University's MBA program enables students to contribute to the business profession and fosters independent learning. Upon completion of this program, students are able to:

- Evaluate an organization's financial position through financial statement analysis and/or forecasting
- Summarize and discuss the ethical and legal responsibilities of organizations.
- Apply selected methods of quantitative analysis to enhance business decisions.
- Compare economic environments and markets and their impact on business
- Through a conceptual understanding, apply managerial leadership skills, marketing strategies and/or international business concepts, theory, and research to critically analyze and solve problems in unpredictable environments.

Program Outline

Students are required to select one of four major concentrations. Students take 10 major courses for 30 graduate credit hours (common to all concentrations) and 12 to 15 graduate credit hours in

a concentration area. Students take 15 graduate credit hours in the accounting concentration area. Therefore, no elective courses are offered in this program.

NOTE: Courses in the MBA program are each eight-weeks in length, and students are normally scheduled for two courses concurrently.

To receive a Master of Business Administration degree, students must earn 42 to 45 graduate level credit hours. Thirty-six of the program hours must be completed through Keiser University. Program requirements are as follows:

Masters of Business Administration Major Core Courses (30.0 credit hours)

| | | |
|---------|--------------------------------|------------------|
| MBA501 | Survey of Accounting | 3.0 credit hours |
| ACG5075 | Accounting for Decision Making | 3.0 credit hours |
| MBA521 | Financial Management | 3.0 credit hours |
| MBA531 | Marketing Management | 3.0 credit hours |
| MBA542 | Business Research Methods | 3.0 credit hours |
| MBA551 | International Business | 3.0 credit hours |
| MBA562 | Business Information Systems | 3.0 credit hours |
| MBA571 | Organizational Behavior | 3.0 credit hours |
| MBA572 | Comparative Management | 3.0 credit hours |
| MBA581 | Managerial Economics | 3.0 credit hours |

Graduate-level Business Administration courses listed above must be successfully completed before concentration courses are undertaken.

Accounting Concentration (15.0 credit hours)

| | | |
|---------|--|------------------|
| ACG6138 | Advanced Financial Reporting and Accounting Concepts | 3.0 credit hours |
| ACG6635 | Advanced Auditing Theory and Applications | 3.0 credit hours |
| ACG6808 | Contemporary Issues in Accounting | 3.0 credit hours |
| TAX6877 | Special Topics in Taxation | 3.0 credit hours |
| MBA699 | Capstone: Business Strategies | 3.0 credit hours |

Leadership for Managers Concentration (12.0 credit hours)

| | | |
|--------|-------------------------------|------------------|
| MBA671 | Leadership Development | 3.0 credit hours |
| MBA672 | Human Resource Management | 3.0 credit hours |
| MBA673 | Organizational Change | 3.0 credit hours |
| MBA699 | Capstone: Business Strategies | 3.0 credit hours |

International Business Concentration (12.0 credit hours)

| | | |
|--------|------------------------------------|------------------|
| MBA651 | International Trade | 3.0 credit hours |
| MBA652 | International Marketing Management | 3.0 credit hours |
| MBA653 | International Financial Management | 3.0 credit hours |
| MBA699 | Capstone: Business Strategies | 3.0 credit hours |

Marketing Concentration (12.0 credit hours)

| | | |
|--------|-------------------------------|------------------|
| MBA632 | Marketing Research Methods | 3.0 credit hours |
| MBA633 | Promotional Strategy | 3.0 credit hours |
| MBA634 | Advanced Consumer Behavior | 3.0 credit hours |
| MBA699 | Capstone: Business Strategies | 3.0 credit hours |

Pages 87 through 89, Master of Science Degrees

Replace this section with the following:

Education with College Administration Specialization

Education with Leadership Specialization

Education with Teaching and Learning Specialization

Program Description

Keiser University's Master of Science degree in Education (MSEd) provides teachers and education administrators an intensive study of theory and practice in the field of education. The MSEd program fosters independent learning and enables students to contribute intellectually to the education profession.

Students specialize in one of three areas: College Administration, Leadership, or Teaching and Learning. In addition, students complete course work in areas such as assessment and evaluation, diversity, curriculum design, governance and decision-making and instructional technology. Graduates are able to demonstrate a conceptual understanding of advanced educational theory and practice and to critically analyze and solve problems based on applied research methods.

Program Objectives

Keiser University's MSEd program enables students to contribute to the education profession and fosters independent learning. Upon completion of this program, students are able to:

- Demonstrate application of the intersection of educational theory and practice
- Evaluate comprehensive and relevant curriculum
- Demonstrate moral and ethical decision-making in an educational environment
- Practice communication skills for educators leading to successful team building, motivation and leadership in classrooms and administration
- Assess student and teacher needs and develop appropriate resources in education
- Work with a diverse population, motivating for increased performance and satisfaction

Prerequisites for Major Courses

- Baccalaureate degree from an accredited institution.

The Master of Science in Education is designed to meet the needs of students with accredited baccalaureate degrees. Students may be licensed classroom practitioners, classroom teachers seeking alternative certification, education administrators or teachers seeking positions within administration.

NOTE: Courses in the MSEd program are each eight-weeks in length, and students are normally scheduled for two courses concurrently.

Program Outline

To receive a Master of Science in Education degree, students must earn 36 graduate semester credit hours. In the final semester of their program, students complete an action research project or internship. No elective courses are offered in this program, although one of three specializations is selected. Thirty of the program hours must be completed through Keiser University. Program requirements are as follows:

| | | |
|--|--|------------------|
| Master of Science in Education Major Core Courses (18.0 credit hours) | | |
| EDU510 | Affirming Diversity | 3.0 credit hours |
| EDU511 | Integrative Instructional Technology | 3.0 credit hours |
| EDU512 | Education Governance, Motivation and Ethical Decision Making | 3.0 credit hours |
| EDU513 | Advanced Curriculum and Instructional Design | 3.0 credit hours |
| EDU514 | Advanced Educational Assessment and Evaluation | 3.0 credit hours |
| EDU540 | US Curricular Trends and Issues | 3.0 credit hours |

| | | |
|--|--|------------------|
| College Administration Specialization (18.0 credit hours) | | |
| EDU560 | Enrollment Management Theory and Practice | 3.0 credit hours |
| EDU562 | Higher Education Marketing and Recruitment | 3.0 credit hours |
| EDU563 | Managing Campus Operations | 3.0 credit hours |
| EDU552 | Personnel Selection and Development | 3.0 credit hours |
| EDU565 | Student Retention and Management | 3.0 credit hours |
| EDR610 | Action Research Project (Capstone) | 3.0 credit hours |

| | | |
|--|--|------------------|
| Leadership Specialization (18.0 credit hours) | | |
| EDU550 | Education System Organization and Leadership | 3.0 credit hours |
| EDR551 | Decision Oriented Educational Research | 3.0 credit hours |
| EDU552 | Personnel Selection and Development | 3.0 credit hours |
| EDU553 | Education Budgeting and Finance | 3.0 credit hours |
| EDU554 | School Public Relations and Communication | 3.0 credit hours |
| EDR600 | Educational Internship (Capstone option) | 3.0 credit hours |

OR

| | | |
|--------|------------------------------------|------------------|
| EDR610 | Action Research Project (Capstone) | 3.0 credit hours |
|--------|------------------------------------|------------------|

| | | |
|---|---|------------------|
| Teaching and Learning Specialization (18.0 credit hours) | | |
| EDU520 | Psychological Basis of Education | 3.0 credit hours |
| EDU521 | Learning Theories Applied to Classroom Instruction and Mgmt | 3.0 credit hours |
| EDU522 | Continuous Improvement and Planning | 3.0 credit hours |
| EDU523 | Teacher in American Society | 3.0 credit hours |
| EDU524 | Problem Solving and Critical Thinking | 3.0 credit hours |
| EDR610 | Action Research Project (Capstone) | 3.0 credit hours |

Pages 89 through 91, Program Descriptions, Bachelor of Arts Degrees, Accounting

Replace the following Upper Division Accounting Major Courses as follows:

Delete:

| | | |
|---------|---------------------------|------------------|
| MAN3504 | Operations Management | 3.0 credit hours |
| MAN3611 | Cross-Cultural Management | 3.0 credit hours |
| MAN4583 | Project Management | 3.0 credit hours |
| MAN4602 | International Business | 3.0 credit hours |

Add:

| | | |
|---------|--------------------------------|------------------|
| ACG4201 | Financial Accounting III | 3.0 credit hours |
| ACG4401 | Accounting Information Systems | 3.0 credit hours |

| | |
|---|------------------|
| ACG4501 Governmental and Institutional Accounting | 3.0 credit hours |
| ACG4671 Auditing II | 3.0 credit hours |

Pages 92 through 94, Program Descriptions, Bachelor of Arts Degrees, Professional Accounting

Replace the following Upper Division General Education Course as follows:

Delete:

| | |
|--|------------------|
| ENC3223 Business Writing for Accountants | 3.0 credit hours |
|--|------------------|

Add:

| | |
|--------------------------|------------------|
| ENC4313 Research Writing | 3.0 credit hours |
|--------------------------|------------------|

Pages 110 through 124, Program Descriptions, Bachelor of Science Degrees

Add the following information to this section:

Public Safety Bachelor of Science Degree

Program Description

The Bachelor of Science degree in Public Safety will offer a combination of public administration and management courses that focus on public policy issues ranging from budget development to grant writing and property management, administrative law, social policy and event response. The program will provide a comprehensive curriculum that will allow students with existing associate degrees in approved related fields to complete their baccalaureate degree and pursue career advancement. Graduates will be prepared to meet the demand for well-educated administrators in fire departments, emergency medical service agencies, police and sheriff's departments and other governmental bureaus nationally.

Program Objectives

The following objectives are designed to meet Keiser University's mission and its goals:

- Develop an understanding of public administration management within the context of public safety departments.
- Acquire skills in personnel management, grant writing, administrative law, property management and public relations in order to effectively supervise departments and work with the community.
- Develop an understanding of intergovernmental relations, how government all levels—local, state, and national—must work together to provide public safety and social services effectively.
- Develop emergency plans for catastrophic events to ensure public safety and the effective operation of their departments.

Prerequisites for Major Courses

- Graduation from an accredited associate degree program in an approved field:

- Fire Science
 - Paramedical Science
 - Crime Scene Technology
 - Criminal Justice
 - Homeland Security
 - Paralegal Studies
- The following lower division courses must be successfully completed before beginning upper division major courses (Course equivalency is established by the dean of academic affairs from official transcripts received from regionally accredited institutions):

| | | |
|---------|---------------------------|------------------|
| ENC2102 | English Composition II | 3.0 credit hours |
| STA2023 | Statistics | 3.0 credit hours |
| MAC2105 | College Algebra <u>or</u> | 3.0 credit hours |
| MGF2106 | College Mathematics | 3.0 credit hours |
| POS1041 | Political Science | 3.0 credit hours |
| PSY1012 | Psychology | 3.0 credit hours |

Program Outline

The curriculum for the Bachelor of Science degree in Public Safety requires 60.0 upper division semester credit hours consisting of 54.0 credits in upper division major courses and 6.0 credits in upper division general education courses with prerequisites as listed below. A total of 120.0 semester credit hours are required for the degree.

NOTE: All lower division major and general education courses must be successfully completed before upper division courses are undertaken.

Public Safety Major Courses (54.0 credit hours)

| | | |
|---------|---|------------------|
| PAD3034 | Public Policy | 3.0 credit hours |
| PAD3820 | Foundations of Public Safety Administration | 3.0 credit hours |
| PAD4204 | Public Finance | 3.0 credit hours |
| PAD4603 | Administrative Law | 3.0 credit hours |
| PAD4390 | Hazard Mitigation | 3.0 credit hours |
| PAD4426 | Public Sector Labor Relations | 3.0 credit hours |
| PAD4232 | Grant and Contract Management | 3.0 credit hours |
| PAD4442 | Public Relations | 3.0 credit hours |
| PAD3712 | Information Resources Management in the Public Sector | 3.0 credit hours |
| MAT3044 | Special Topics: Practical Problems in Mathematics for Emergency Services | 3.0 credit hours |
| POS3063 | Intergovernmental Relations | 3.0 credit hours |
| POS4142 | Urban Government Social Policy | 3.0 credit hours |
| COM3465 | Conflict Resolution | 3.0 credit hours |
| MAN3240 | Concepts and Techniques in Organizational Behavior | 3.0 credit hours |
| MAN4863 | Facilities and Property Management | 3.0 credit hours |
| MAN4065 | Business Ethics | 3.0 credit hours |
| DSC4214 | Catastrophic Event Response Planning | 3.0 credit hours |
| DSC4554 | Critical Infrastructure Protection | 3.0 credit hours |

Upper Division General Education Courses (6.0 credit hours)

| | | |
|---------|----------------------|------------------|
| ENC3213 | Writing for Managers | 3.0 credit hours |
|---------|----------------------|------------------|

Interdisciplinary Studies Bachelor of Science Degree

Program Description

Keiser University's Bachelor of Science degree in Interdisciplinary Studies provides a comprehensive curriculum that allows broad exposure to multiple disciplines. This major provides a practical alternative for baccalaureate degree-seeking students whose needs cannot be met by individual majors. Students can design a course of study that meets their personal academic objectives and furthers their professional growth and development by combining two or more disciplines into a coherent program. The degree will combine general education courses with an interdisciplinary concentration, electives and a capstone course. The proposed coursework is subject to approval by the dean of academic affairs.

Program Objectives

The following objectives are designed to meet Keiser University's mission and its goals. Upon completion of the program, students will:

- Articulate the integration of two disciplines into a unified degree program
- Utilize skills of interdisciplinary scholarship and research to integrate multiple perspectives
- Articulate critically the fundamental theories and principles underlying each discipline
- Apply the knowledge and skills acquired through the program in pursuit of career goals

Program Outline

The curriculum for the Bachelor of Science in Interdisciplinary Studies consists of 120.0 semester credit hours with the following requirements:

| <u>Curriculum Requirement</u> | <u>Semester Credit Hours</u> |
|------------------------------------|--|
| A. General Education Courses | 36.0 (Lower Division courses) |
| B. Interdisciplinary Concentration | 30.0 (15.0 credits in minimum of 2 disciplines-Upper Division) |
| C. Open Electives | 51.0 (27.0 credits must be Upper Division courses) |
| D. Capstone Course | <u>3.0</u> |
| Total: | 120.0 Semester Credit Hours |

Lower Division General Education Courses (36.0 semester credit hours)

Credit hours in parentheses indicate the required number of credit hours in each discipline

Behavioral/Social Science (3.0 credit hours)

| | | |
|---------|-----------------------------|------------------|
| AMH1010 | American History Pre 1876 | 3.0 credit hours |
| AMH1020 | American History Since 1876 | 3.0 credit hours |
| POS1041 | Political Science | 3.0 credit hours |
| PSY1012 | Introduction to Psychology | 3.0 credit hours |
| SYG1000 | Sociology | 3.0 credit hours |

Communications (3.0 credit hours)

| | | |
|---------|--------|------------------|
| SPC1010 | Speech | 3.0 credit hours |
|---------|--------|------------------|

Computers (3.0 credit hours)
CGS1000C Introduction to Computers 3.0 credit hours

Economics (6.0 credit hours)
ECO1023 Microeconomics 3.0 credit hours
ECO2013 Macroeconomics 3.0 credit hours

English (6.0 credit hours)
ENC1101 English Composition I 3.0 credit hours
ENC2102 English Composition II 3.0 credit hours

Humanities/Fine Arts (3.0 credit hours)
AML1000 American Literature 3.0 credit hours
ENL1000 English Literature 3.0 credit hours

Mathematics (6.0 credit hours)
MAC2105 College Algebra 3.0 credit hours
MGF2106 College Mathematics 3.0 credit hours
STA2023 Statistics 3.0 credit hours

Natural Science (6.0 credit hours)
BSC1010 General Biology 3.0 credit hours
BSC1010L General Biology Laboratory 1.0 credit hour
BSC1011 Advanced Biology 3.0 credit hours
BSC1011L Advanced Biology Laboratory 1.0 credit hour

Upper Division Interdisciplinary Concentration (30.0 semester credit hours)
A selection of 15.0 credit hours in a minimum of two disciplines from the following *Eligible Disciplines* list is required (other disciplines may be added by the University). See Keiser University *Catalog* Program Outlines for Upper Division courses in each discipline. The selection of courses is subject to approval by the dean of academic affairs.

Eligible Disciplines: Accounting, Business Administration, Criminal Justice, General Studies*, Health Science, Health Services Administration, Homeland Security, Information Technology Management, Legal Studies, Management Information Systems.

*General Studies Courses:
CLP3314 Health Psychology 3.0 credit hours
ECO4223 Money and Banking 3.0 credit hours
ENC3213 Writing for Managers 3.0 credit hours
ENC4313 Research Writing 3.0 credit hours
IDS3355 Critical Thinking 3.0 credit hours
INP3004 Industrial Psychology 3.0 credit hours
STA3060 Research and Statistical Analysis 3.0 credit hours
SYD4410 Sociology of the Urban Community 3.0 credit hours

Open Electives (51.0 semester credit hours)
27.0 semester credit hours must be Upper Division courses selected from the *Eligible Disciplines*.

Capstone Course (3.0 semester credit hours)

Pages 176 through 179, Program Descriptions, Occupational Therapy Assistant

Replace the sections “Program Outline” and “Occupational Therapy Assistant Major Courses” with the following:

Program Outline

To receive an Associate of Science degree in Occupational Therapy Assistant, students must earn 89.5 credit hours. Each course in the Occupational Therapy Assistant major is a prerequisite for the subsequent course and therefore must be completed with a grade of “C” or higher in order to proceed successfully through the program. Program requirements are as follows:

Occupational Therapy Assistant Major Courses (65.5 credit hours)

| | | |
|----------|---|-------------------|
| OTH1007 | Introduction to Occupational Therapy | 6.0 credit hours |
| OTH1014C | Kinesiology for Occupational Therapy Assistants | 4.5 credit hours |
| OTH1204 | Life Span Human Development | 6.0 credit hours |
| OTH1412C | Anatomy and Physiology | 4.5 credit hours |
| OTH1432C | Neurological Disorders/Assessment and Treatment Strategies | 4.5 credit hours |
| OTH1433C | Musculoskeletal Disorders/Assessment and Treatment Strategies | 4.5 credit hours |
| OTH2022C | Group Dynamics | 2.0 credit hours |
| OTH2121C | Therapeutic Media | 2.0 credit hours |
| OTH2165C | Daily Living | 2.0 credit hours |
| OTH2300C | Psychiatric Disorders/Assessment and Treatment Strategies | 4.5 credit hours |
| OTH2420C | Occupational Therapy for Physically Disabled | 4.5 credit hours |
| OTH2520C | Pediatric Occupational Therapy | 4.5 credit hours |
| OTH2602C | Aging and Performance Skills | 2.0 credit hours |
| OTH2800 | Fieldwork I | 2.0 credit hours |
| OTH2840 | Fieldwork II | 12.0 credit hours |

Page 197, Master of Arts in Criminal Justice Major Course Requirements

Delete the following entry:

MACJ570 (3.0 credit hours)

Forensic Psychology

This course will examine the psychological theories and research that address legal issues, and the role psychologists play in the criminal justice system. An overview of services provided by psychologists, such as expert witnessing, criminal profiling, trial consulting, legal decision making on child custody, jury selection, and other issues will be covered. The course will assess and analyze the therapeutic services provided to individuals in forensic settings with suspected deviant behaviors such as drug abuse, mental illness, suicide, and sexual deviance. The course will also identify the ethical issues confronted by psychologists in the criminal justice system.

Replace the entry for MACJ600 with the following:

MACJ600 (3.0 credit hours)

Capstone Criminal Justice Thesis

A capstone course with emphasis on the social science research process in the area of Criminal Justice. This course includes a structured research project concerning a criminal justice issue or problem, a literature review and data collection, and presentation of findings. Prerequisites: MACJ590 and MACJ 595. Completion of 30 hours of Criminal Justice core courses. Must be taken in the last term of the Criminal Justice program.

Insert the following:

MACJ595 (3.0 credit hours)

Applied Research and Analytical Methods in Criminal Justice

Quantitative-including statistics- and qualitative methods for conducting and analyzing criminal justice research. Topics include how to write a literature review and how to read and interpret theoretical, statistical and research components of peer reviewed journal articles. This course prepares students for application of the research process in the Capstone Criminal Justice Thesis. The pre-proposal for the thesis must be approved by completion of this course. (pre-requisite MACJ590)

Page 198, Master of Business Administration Degrees, Major Course Requirements

Replace the entry for MBA511 with the following:

ACG 5075 (3.0 credit hours)

Accounting for Decision Making

Students learn to analyze and present financial and managerial accounting data. Topics include measurement of costs, planning, forecasting, budgeting, cost/revenue/profit analysis, Sarbanes-Oxley Act and corporate trust. Corequisites: MBA572 and MBA501 or BA in Accounting

Page 199, Master of Business Administration Degrees, Major Course Requirements

Replace relevant sections with the following:

MBA562 (3.0 credit hours)

Business Information Systems

Case based analysis of a broad range of managerial as well as technical issues. Topics include technology, information systems high-level architecture, competitive advantage of information technology, software, information flow within organizations, electronic commerce systems, leadership decision support systems, ethical and legal aspects of IS, and successful development of business solutions. Corequisites: MBA501, MBA572

MBA572 (3.0 credit hours)

Comparative Management

The comparative management course is a study of the upper-level concepts of the management functions in diverse business environments. Students focus is placed on the functional approach including planning, organizing, staffing, coordinating, directing, and controlling. The goals of the comparative management course are to evaluate the many management styles in the workplace today and analyze how each style has a different impact on employees. An analysis of the social, ethical, and economic consequences of managerial styles will be examined. Current management issues along with the impact of technology on the workplace, workplace ethics, and the restructuring of corporate America will be evaluated. Corequisite: MBA501

Page 199 to 200, Master of Business Administration Degrees

Before Leadership for Managers Concentration, insert the following:

Accounting Concentration

ACG 6138 (3.0 credit hours)

Advanced Financial Reporting and Accounting Concepts

Students study advanced topics in financial reporting and accounting that focus on corporate reporting, current financial reporting and disclosure requirements. Prerequisites: BA in Accounting or equivalent. Must be taken after core courses are completed or concurrently with last core course.

ACG 6635 (3.0 credit hours)

Advanced Auditing Theory and Applications

Students study the theory of auditing and development of audit programs; procedures for obtaining audit evidence and auditor responsibilities under both the Securities and Exchange Commission and the AICPA. Prerequisites: BA in Accounting or equivalent. Must be taken after core courses are completed or concurrently with last core course.

ACG 6808 (3.0 credit hours)

Contemporary Issues in Accounting

Students integrate their accounting knowledge through critical analysis, practical research assignments and cases including controversial and emerging practices. Prerequisites: BA in Accounting or equivalent. Must be taken after core courses are completed or concurrently with last core course.

TAX 6877 (3.0 credit hours)

Special Topics in Taxation

Tax research as applied to both closed fact and controllable fact cases. Methods for locating and assessing relevant authority on specific tax questions are emphasized. The course will include a survey of the rules administering the practice before the Internal Revenue Service and the various federal income tax provisions applicable to filing, examination, and appeals. Prerequisites: BA in Accounting or equivalent. Must be taken after core courses are completed or concurrently with last core course.

Pages 202 through 205, Course Descriptions, Master of Science Degrees

Replace this section with the following:

Education with Leadership Specialization

Education with Teaching and Learning Specialization

Major Course Requirements

EDU510 (3.0 credit hours)

Affirming Diversity

This course is an in depth study of the diverse population of learners encountered in education today. Race, culture, gender, socio-economic status, and sexual orientation are examined with the goal of developing a learning environment where students of diverse background are affirmed and motivated. Students develop strategies to create an environment which accepts and fosters diversity. Knowledge of culture is demonstrated by practices such as conflict resolution, mediation, and creating a climate of openness, inquiry, and support.

EDU511 (3.0 credit hours)

Integrative Instructional Technology

An in depth study of the effective use of technology in teaching and educational management. The course emphasizes: Criteria for evaluating software; using technology for effective teaching; applying technology to strengthen management systems, and evaluating and establishing an atmosphere of active learning with existing and emerging technologies. Also provides students hands-on experience with a broad range of software and practical experience in applying technology to teaching and management.

EDU512 (3.0 credit hours)

Educational Governance and Ethical Decision Making

Advanced study of the organization and governance of American education. Topics include the study of political systems and their impact on schools; public and private school law; and the legal rights and responsibilities of students and teachers with an emphasis on the professional code of ethics and the responsibilities of teachers and administrators.

EDU513 (3.0 credit hours)

Advanced Curriculum Design and Instruction

Advanced study of current trends in curriculum design, legislation affecting curriculum, government mandated programs, innovative programs, and organizational patterns. Students look at the needs of learners in the next generation and the means by which these needs can be met through curriculum design.

EDU514 (3.0 credit hours)

Advanced Educational Assessment and Evaluation

This course analyzes measurement theory and practice, applied descriptive and inferential statistics, testing and improvement, standardized testing applications, and course and program evaluation.

EDU520 (3.0 credit hours)

Psychological Basis of Education

This course is an in-depth study of educational psychology, to include cognitive and social/emotional development of the child, young adult, and adult. It applies the findings from the theories of development and learning to classroom teaching. Whereas the course is based on theory, it is strongly practical in nature. It draws from current understanding and research and makes application to the work of the classroom teacher.

EDU521 (3.0 credit hours)

Learning Theories Applied to Classroom Instruction

This course is an advanced study of contemporary learning theories and their application to education practice. Students examine cognitive theories and behavioral views, then apply them to improve teaching and learning. Issues of readiness, motivation, problem-solving, and memory are examined and applied. Students evaluate classroom instruction from an applied theoretical perspective.

EDU522 (3.0 credit hours)

Continuous Improvement and Planning

This course focuses on classroom planning for effective instruction and continuous improvement. The focus is on designing learning experiences that meet students' needs and interests, interpreting information and modifying plans, using varied and motivating strategies, assessing outcomes, and continuously refining learning experiences.

EDU523 (3.0 credit hours)

Teacher in American Society

The various roles of the teacher in American society are explored. This course provides a foundation to enrich the educator's role as a classroom leader through reflective inquiry. Self-awareness through reflection to initiate changes in practice to enhance student learning and provide for sustained school improvement is developed. The necessity to establish open lines of communication with the student and his/her support system is evaluated with the objective to promote continuous improvement in the educational experience.

EDU524 (3.0 credit hours)

Problem Solving and Critical Thinking

This course is designed to develop skills and strategies for teaching problem solving and critical thinking. It focuses on higher order thinking skills, developing projects and problem solving activities to enable creative thinking, and assessment strategies for problem solving and critical thinking. Active learning strategies are applied to develop critical thinking and problem solving in the classroom environment.

EDU530 (3.0 credit hours)

Techniques for Classroom Management

This course provides a scholarly review of the research base on classroom management with a practical orientation. It provides understandings, skills, and dispositions for successful classroom management. Focuses on a solid foundation for developing classroom management: classroom management as discipline; classroom management as a system, and classroom management as instruction.

EDU540 (3.0 credit hours)

Current Trends and Issues in Education

Advanced study of the movements, issues, projections, and potential directions in the area of education from early elementary through higher education. Students will analyze a wide range of contemporary issues in education.

EDU550 (3.0 credit hours)

Educational System Organization and Leadership

Advanced study of the skills required to be a successful school leader. Areas of interest include organizational models, policy issues, organizational development, planning, leadership styles, management, assessment, and motivation. Course topics are evaluated from a systems and continuous quality improvement theory perspectives.

EDR551 (3.0 credit hours)

Decision-Oriented Educational Research

The purpose and role of educational research in informing educational policy and decision-making are studied. The research process, sampling strategies, and ethics are considered. Designs studied are: non-experimental, pre-experimental, true-experimental, -quasi-experimental, single subject, and qualitative.

EDU552 (3.0 credit hours)

Personnel Selection and Development

This course is an advanced study of the knowledge and skills essential for exercising effective leadership in school personnel recruitment, selection, orientation, assessment, and professional development. Educational human resource management models, theories, and practices are considered.

EDU553 (3.0 credit hours)

Education Budgeting and Finance

This course examines current financial organization and financing of schools in the United States. Examines school business management including applicable Florida state public education finance law. Fund accounting and performance-based budgeting are studied.

EDU554 (3.0 credit hours)

School Public Relations and Communication

This course is an advanced study of the theory, research, and practices required for effective application of verbal and written communication, mediation, and conflict resolution skills needed by educational leaders. School and community relations are examined with emphasis on policy guidelines and ethics.

EDR600 (3.0 credit hours)

Internship in Education

This course is an optional culminating experience for the Master of Science in Education, Leadership track. It requires 150 hours of on-the-job experience and 50 hours of preparation. A portfolio is developed demonstrating application, analysis, synthesis, and evaluation of the concepts in the curriculum and the internship experience.

EDR610 (3.0 credit hours)

Action Research Project

This course is the culminating experience for the Master of Science in Education. It allows students to engage in a research project within their professional area. Under the supervision of a

faculty mentor, students select an area of interest, identify a problem, and design a graduate-level research project geared toward developing an in-depth understanding of the topic. Projects should be geared toward a school setting. Prior topic approval is required for a student to enroll in this class.

Education with College Administration Specialization

Major Course Requirements

EDU560 (3.0 credits)

Enrollment Management Theory and Practice

Enrollment management is an advanced study of enrollment processes and how they fit into the college and university system. This course provides a strong understanding of the enrollment process, federal and legislative issues, new student orientation, and customer relationship management. Issues in team building, personnel motivation, and training an admissions staff are explored.

EDU562 (3.0 credits)

Higher Education Marketing and Recruitment

This course analyzes and assesses marketing strategies in higher education including the principles and practices of marketing and recruitment. Topics include: developing effective advertising, placing media, assessing results, successful online marketing strategies, website design, and educational delivery formats. Students will develop and evaluate a marketing plan for a college or university.

EDU563 (3.0 credits)

Managing Campus Operations

This course is a detailed overview of key areas affecting campus operations. Operations management is assessed with emphasis on developing a campus master plan for strategic planning, campus safety, facilities, student funding, internal audits, regulatory issues, institutional self studies, and accreditation requirements.

EDU565 (3.0 credits)

Student Retention and Management

An in depth study of practices that increase student persistence and retention. College management practices including timely intervention, building affiliations, student success strategies, motivating students, retention best practices, and methods for instructors to increase student persistence are analyzed. Student services requirements and best practices are assessed.

Pages 205 through 209, Course Descriptions, Bachelor of Arts Degrees, Accounting

Delete the following course descriptions from this section:

MAN3505 (3.0 credit hours) Operations Management, MAN3611 (3.0 credit hours) Cross-Cultural Management, MAN4583 (3.0 credit hours) Project Management, MAN4602 (3.0 credit hours) International Business

Add the following course descriptions to this section:

ACG4201 (3.0 credit hours)

Financial Accounting III

Presents underlying concepts and ethical, regulatory and business environment of financial reporting with emphasis on accounting for various business structures and business combinations.

Prerequisite: ACG4111

ACG4401 (3.0 credit hours)

Accounting Information Systems

Introduces the study of concepts and terminology of accounting information systems and their use in decision making in accounting and auditing. The course also covers Information Technology (IT) fundamentals, responsibilities and business implications. Prerequisite: ACG4651

ACG4501 (3.0 credit hours)

Governmental and Institutional Accounting

Presents budgeting, accounting and reporting standards and practices for government and other not-for-profit entities. Prerequisite: ACG4651

ACG4671 (3.0 credit hours)

Auditing II

This course covers the application of the audit process learned in Auditing I. The course also provides detail on sampling and audit communications. Prerequisite: ACG4651

Pages 235 through 255, Course Descriptions, Bachelor of Science Degrees

Insert the following course descriptions in this section:

Interdisciplinary Studies

Bachelor of Science Degree

Major Course Requirements

IDS4934 (3.0 credit hours)

Interdisciplinary Capstone Experience

Students complete an independent research project that synthesizes knowledge and tools from two separate academic disciplines. The research project is based on a proposal approved by the University and is supervised by a faculty member with relevant expertise. Students present the results of their research in a 15- to 20-page research paper and a PowerPoint presentation.

Interdisciplinary Concentration Courses

See course information for a Bachelor of Science degree in Interdisciplinary Studies in the Program Descriptions section of this catalog.

General Education Requirements

See specific general education requirements for a Bachelor of Science degree in Interdisciplinary Studies in the Program Descriptions section of this catalog.

Public Safety
Bachelor of Science Degree
Major Course Requirements

PAD3034 (3.0 credit hours)

Public Policy

The political-administrative dimensions of government policy making at the federal, state, and local levels in addition to the problems of political interests, values, and objectives in public administration.

PAD3820 (3.0 credit hours)

Foundations of Public Safety Administration

This course examines the issues of public safety systems within a fragmented public services environment.

PAD4204 (3.0 credit hours)

Public Finance

This course covers methods of securing funds, the financial management in public organizations, federal budgetary innovations, analysis of problems in the growth and development of public budgetary theory.

PAD4603 (3.0 credit hours)

Administrative Law

This course covers the law from the perspective of the administrator; covers constitutions, statutes, executive orders and procedures which control administrative authorities in United States governments.

PAD4390 (3.0 credit hours)

Hazard Mitigation

Specialized knowledge and skills necessary to develop a proactive hazard mitigation plan to reduce the effects of natural and technological disasters are discussed.

PAD4426 (3.0 credit hours)

Public Sector Labor Relations

An examination of the historical development of labor relations and collective bargaining in the public sector and the impact of public employee unions on public personnel administration.

PAD4232 (3.0 credit hours)

Grant and Contract Management

This course introduces students to the hands-on grant writing process and the role of the public and private sector through grant programs.

PAD4442 (3.0 credit hours)

Public Relations

This course studies the complex field of educating the public and responding to public concerns. Topics include information dissemination procedures and obligations unique to public organization, as well as techniques of interaction with the media.

PAD3712 (3.0 credit hours)

Information Resources Management in the Public Sector

This course provides knowledge and skills concerning information technologies important for planners and public managers.

MAT3044 (3.0 credit hours)

Special Topics: Practical Problems in Mathematics for Emergency Services

This course prepares students in public safety for mathematics specific to their field.

POS3063 (3.0 credit hours)

Intergovernmental Relations

Interactions among federal, state, and local levels of government, policies and administrative structures and process at the various levels of government are studied.

POS4142 (3.0 credit hours)

Urban Government Social Policy

Historical review of urbanization in America, the governmental and political structures as they function in urban areas, and the discussion of urban, social and political problems.

COM3465 (3.0 credit hours)

Conflict Resolution

A theoretical and practical approach to the roles and uses of communication in negotiation and conflict resolution. Emphasis is placed on the communication processes involved in negotiation and conflict resolution.

MAN3240 (3.0 credit hours)

Concepts and Techniques in Organizational Behavior

Individual, group, and organizational issues that affect and shape the workplace. Topics include individual differences, motivation, communication, decision making, and leadership.

MAN4863 (3.0 credit hours)

Facilities and Property Management

This course is designed to provide the student the basic principles of facility management (FM) including the evolution of FM theories, and the role and impact of FM in today's workplace.

MAN4065 (3.0 credit hours)

Business Ethics

This course applies an ethical dimension to business decisions in today's complex political, social, economic and technological environment.

DSC4214 (3.0 credit hours)

Catastrophic Event Response Planning

This course examines response protocol, logistics, responsibilities, interagency support and concepts of front-end planning involved in preparation for a catastrophic event. Topics include development of an emergency response plan that includes concepts such as lookout, awareness, communications, escape, safety (laces), training and various agency relationships.

DSC4554 (3.0 credit hours)

Critical Infrastructure Protection

Introduces the critical infrastructure protection (CIP) process to secure effective protection of people, physical entities and cyber systems. The course guides leaders in the systematic

protection of critical infrastructures. Topics include decision sequences, time-efficient and resource-restrained practices that ensures protection continuity of operations and mission success.

Page 308, Course Descriptions, Nursing

Replace the following course descriptions in this section:

NUR2421C (4.0 credit hours)

Maternity Nursing Care

Focuses primarily on maternity nursing care, with some exposure to common problems associated with the health of mother and child. Concepts and skills learned in NUR1211C are integral to this course, with emphasis on developmental theories as they relate to the care of women. Primary, secondary and tertiary care settings are utilized for clinical experiences, including outpatient care and hospitals. Prerequisite: NUR1022C

NUR2310C (4.0 credit hours)

Pediatric Nursing

Focuses primarily on normal pediatric families, with some exposure to common recurring and complex problems associates with the health of the pediatric client/patient. Concepts and skills reviewed in NUR1022 and NUR1211C are integral to this course, with emphasis on developmental theories as they relate to the care of children. Primary, secondary and tertiary care settings are utilized for clinical experiences, including outpatient care, hospitals and pediatric programs (which may include outpatient, inpatient, in-home and community care). Prerequisite: NUR1211C

Page 309, Course Descriptions, Occupational Therapy Assistant

Replace the following course description in this section:

OTH1412C (4.5 credit hours)

Anatomy and Physiology

Introduces the language of medicine through the study of prefixes, suffixes, and root words. Topics include accurately constructing, pronouncing and spelling medical terms. Introduces body systems, principles of physiology and disease processes. Prerequisite: OTH1007

Pages 343 and 344, Graduate Admissions Requirements, International Students

Change the information in paragraph three as follows:

3. If an applicant's primary language is not English, applicants must present a TOEFL score of 500 or higher on a paper-based examination, an IELTS score of 6.0 or higher, a score of 225 on a computer-based examination or an iBT of 64.

Add the following information:

Curricular Practical Training

Keiser University is offering a Curricular Practical Training Component (CPT) for graduate students in the Master of Business Administration major, authorized under U.S. Immigration

regulations found in CFR 214 2(f)(10)(i). All students who choose to enroll in the CPT program are required to engage in paid CPT employment with American-based companies for at least 11 months of the total MBA degree, either as part-time or full time employees. Practical training employment must be related to an "integral part of the student's curriculum". Students generally work in CPT employment during the day and take their coursework in the evenings and/or weekends.

Page 348, Graduate School Graduation Requirements

Replace the "Graduate Degrees" heading and first paragraph with the following:

Master of Arts, Master of Science, or Master of Business Administration

The Commission for Independent Education in the State of Florida requires a minimum program duration of 24 semester credit hours beyond the bachelor's degree to award the master's degree. Keiser University master's degrees require students to successfully complete a minimum of 36 semester credit hours beyond the bachelor's degree.

Page 370, Online Division, Faculty-General Education

Replace the entry for Anne Marie Fowler with the following:

Anne Marie Fowler
M.F.A. Spalding University
B.A. Louisiana Tech University
A.A. Bossier Parish Community College