



Ashford
UNIVERSITY®

Catalog Supplement 2015-2016

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Course Descriptions

(new or revised only)

Please see the [Course Descriptions](#) section in the Online Catalog for course descriptions not listed below.

the topics of perception, attention, memory, and language by examining both classic and contemporary cognitive psychology methods and experimental results. Prerequisites: PSY 101, and PSY 326 (may be taken concurrently with PSY 326) or ABS 311. Offered online and on-campus.

COM 325 Communication & Conflict (3 credits)

The course provides students with conflict resolution techniques through communication. Students will analyze the purpose of conflict, learn to work with difficult people, and understand communication as a significant factor in the development, management, and resolution of conflict at the interpersonal, small group, organization, and societal levels. Offered online. Prerequisites: ENG 121 and ENG 122 or equivalents

HCA 496 Health Informatics Capstone (3 credits)

This course provides a synthesis of the major ideas, perspectives, theories, and concepts gained from the study of health informatics. A substantive paper is developed which requires students to critically analyze their experiences and integrate knowledge gained throughout the program. Prerequisite: Successful completion of the General Education Capstone course. Offered online.

MHA 610 Introduction to Biostatistics (3 credits)

This course explores the application of fundamental statistical methods to the health care environment. Course content includes both descriptive and inferential methods including: data analysis, statistical estimation, regression analysis, analysis of variance, hypothesis testing and analysis of longitudinal data. ~~NOTE: This course uses software that is not Mac OS compatible. Access to a Windows PC or a Windows-based platform is required.~~ Offered online.

PSY 352 Cognitive Psychology (3 credits)

Cognitive psychology takes a scientific approach to understanding the fundamental mental processes involved in everyday cognition. This course covers

Errata

The errata listed below apply to the 2015–2016 Ashford University Academic Catalog (effective date is July 1, 2015 unless otherwise noted). Entries below are provided to correct information presented in the original publication of the *Catalog*. Page numbers are provided to reference where the original entry may be found. To view all updates in context of the original publication, access the [Online Catalog](#). If you have questions related to changes listed, please contact your Student Advisor for assistance.

Pages 4-5

Revision, Effective 8/14/15

Washington: This authorization is subject to periodic review and authorizes Ashford University to advertise *and* recruit ~~and offer field placements~~ for specific degree programs.

Pages 34-35

Revision, Effective 8/17/15

Conspiracy to Commit Fraud Against the University

When members of groups, individuals acting in collusion, or members of an organization act in concert in violation of this policy, they may be held accountable as a group. To prevent fraud, *the Associate University Registrar may permanently deny an applicant's admission to the University, or the Dean of Student Affairs (campus)/Director of Student Development & Engagement (online) may, in lieu of Student Community Standards proceedings, impose individual and/or group sanctions up to and including immediate expulsion from the University, subject to appeal, upon a determination of student involvement in such behavior. Determinations will be made with respect to the involvement of each accused individual. In most circumstances, Ashford University will treat attempts to commit any of the violations listed previously as if those attempts had been completed. Ashford University reserves the right to refuse admission to any applicant whose behavior is*

deemed inappropriate.

Page 44

Revision, Published 7/31/15

Grade Appeal Procedure

All references to “Academic Resolution Department” should be replaced with “Academic Integrity Department.”

Page 84

Revision, Effective 8/19/15

Financial Aid Specific to Online Undergraduate Programs

Financial/Financial Aid Implications for Residents of *California*, Mississippi, and Tennessee.

Page 103

Deletion, Published 7/31/15

Mathematical Competency Prerequisite (3 credits)

• ~~MAT 232 Statistical Literacy (3 credits)~~

Page 128

Deletion, Effective 7/9/15

Academic Calendar: Clinton Campus Programs (2015-2016)

~~MAY TERM and SUMMER TERM: 2016~~

May Term (3-week session)	May 9–May 27
Memorial Day (observed)	Monday, May 30
Summer Term (6-week session)	May 31–July 8

Page 157-158

Revision, Published 7/31/15

Bachelor of Arts in Psychology

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/iapsych.~~

This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

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Revision, Published 7/31/15

Bachelor of Arts in Social and Criminal Justice

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/iasej.~~

This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Pages 168-169

Revision, Published 7/31/15

Bachelor of Arts in Social Science

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/iass.~~

This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Pages 186-188

Revision, Effective 8/17/15

Conditional Admission Requirements for Online Associate of Arts Degree Programs

Applicants seeking admission to an online Associate of Arts degree program must meet the following admission requirements prior to the start of the first course at Ashford University:

- ~~1. Be 22 years of age or older or be exempt from this requirement by meeting one of the following criteria:~~
 - ~~Has earned a minimum of 30 transferable credits* as defined by Ashford University transfer credit policies;~~
 - ~~Has earned an Associate's degree or higher* from a regionally or approved nationally accredited institution;~~

- ~~Is seeking readmission to Ashford University after withdrawal from a degree program; or,~~
- ~~Is a current degree-seeking student at Ashford University requesting to change majors.~~

~~*If satisfying the Under 22 exemption with 30 transferable credits or an Associate's degree or higher, unofficial transcripts must be submitted with the Application for Admissions.~~

Due to the accelerated, adult-learner focus of the academic programs offered in the online modality, applicants under the age of 18 generally will not be admitted.

*Requirements for residents of California, Mississippi and Tennessee are outlined separately; please refer to Additional Admission Requirements for Residents of California, Mississippi and Tennessee.

Pages 189, 193

Addition, Effective 8/17/15

Transfer Credit Evaluation for Online Associate's and Bachelor's Degree Programs

Upon being granted provisional admission to an undergraduate degree program, the Ashford University Registrar's Office staff will begin requesting transcripts of a student's prior postsecondary education using the signed Transcript Request form.

The Registrar's Office will request official transcripts of all prior postsecondary education, as provided by the student in the application for admission, as well as any school appearing in the student's National Student Clearinghouse record.

This includes:

- *College or university transcripts from any regionally or approved nationally accredited postsecondary educational institution attended*
- *Military credits evaluated for equivalency to college credits*

Students are responsible for submitting official documentation of any postsecondary credit

previously earned through examination or credit earned through non-collegiate instruction to be evaluated for applicability to Ashford University program requirements.

Once transcripts of all prior postsecondary education have been received, the Registrar's Office staff will complete the student's transfer credit evaluation.

At the conclusion of the fourth (4th) attempted Ashford University course in a degree seeking program, if any transcripts of prior postsecondary education have not yet been received, the Registrar's Office staff will proceed with the transfer credit evaluation of any transcripts of postsecondary education received to date. The student is then admitted on Academic Watch due to failure to provide confirmation of a combined cumulative grade point average of 2.0 or higher in all prior postsecondary education. Additional transcripts may be submitted for evaluation at a later date, should they become available.

If it is determined prior to the conclusion of the fourth (4th) attempted Ashford University course that certain transcripts are unable to be provided, students may sign and submit an Authorization to Close File form thereby waiving potential transfer credits from previously attended schools, in order to expedite the transfer credit evaluation process. Any student who signs an Authorization to Close File form, thereby waiving potential transfer credits from previously attended schools, is admitted on Academic Watch due to failure to provide confirmation of a combined cumulative grade point average of 2.0 or higher in all prior postsecondary education. These transcripts may be submitted for evaluation at a later date, should they become available.

Students are responsible for reviewing their transfer credit evaluation as well as their scheduled courses with their Student Advisor and informing them of any courses that they feel are duplicative or

equivalent in content to previously completed coursework or non-traditional learning. Students may submit official transcripts to Ashford University for review of transfer credits at any time.

Pages 189, 193-194

Revision, Effective 8/17/15

Full Admission Requirements for Online Associate's and Bachelor's Degree Programs

The following provisions requirements must be met prior to the conclusion of the fourth (4th) attempted Ashford University course in a degree seeking program.

Note: Additional requirements for residents of California, Mississippi and Tennessee and for students seeking admission based on credentials earned outside of the United States are outlined separately.

Students for whom the aforementioned required documentation does not apply, are fully admitted at the time of their transfer credit evaluation, in accordance with the Transfer Credit Evaluation policy. Students with no history of postsecondary education are fully admitted upon successful completion of the Conditional Admission Period.

~~1. Submission of official transcripts from all postsecondary education previously attempted or a signed Authorization to Close form for any official transcripts the student is unable to provide. Postsecondary education includes all of the following:~~

- ~~• College or university transcripts from any regionally or approved nationally accredited postsecondary educational institution attended (The Ashford University Registrar's Office staff will manage the request of college transcripts using the student's signed Transcript Request form);~~
- ~~• Military credits evaluated for equivalency to college credits (The Ashford University Registrar's Office staff will manage the request of military transcripts using the student's signed Transcript Request form); and,~~

- ~~Official documentation of any postsecondary credit previously earned through examination or credit earned through non-collegiate instruction the student intends to have evaluated for applicability to Ashford University program requirements (must be requested by the student).~~

Page 190

Correction, Published 7/1/15

Full Admission for Requirements for Online Bachelor’s Degree Seeking Students

Appeal of Dismissal Following Academic Watch

A student who has been dismissed for not meeting satisfactory academic progress requirements following Academic Watch may appeal to the University Registrar for re-admission. Appeals are evaluated by a committee comprised of the University Registrar or designee, and a representative from Academic Affairs. The decision of the Committee will be communicated in writing to the student by the Registrar’s Office.

Additionally, the student’s appeal letter must include:

- *A reasonable explanation for the student’s academic performance to date, which includes mitigating circumstances such as student injury/illness, death of a student’s family member, or other reasons resulting in undue hardship to the student;*
- *Compelling evidence that they have the ability to succeed in an academic program due to changed circumstances, experience, and/ or successful completion of graduate-level credits during the period of absence; and*
- *A plan for completion of the coursework required to meet satisfactory academic progress during the following payment period.*

The passage of time does not substantiate eligibility for readmission or appeal for readmission, however, students who have experienced mitigating circumstances and have been dismissed from the University for failure to meet satisfactory academic progress requirements and have been denied re-admission after an appeal, may submit another

appeal to be readmitted after one or more years have elapsed since their last appeal. The appeal must meet the criteria outlined above and the student must present compelling evidence that they have the ability to succeed in an academic program due to changed circumstances, experience, and/or successful completion of graduate level credits since the last appeal was submitted.

Note: See the Satisfactory Academic Progress Requirements in this section to review all related Satisfactory Academic Progress guidelines.

Page 190

Revision, Effective 8/17/15

Additional Full Admission Requirements for Residents of California, Mississippi, and Tennessee for Online Associate’s and Bachelor’s Degree Programs

California residents must submit proof of graduation from high school in one of the following forms:

- *Official or unofficial copy of high school transcripts indicating graduation*
- *Official or unofficial documentation of passing the GED or state certificate awarded*
- *Proof of at least a two-year program or a minimum of 60 transferrable credits that are acceptable for full credit toward a bachelor’s degree from an appropriately accredited postsecondary institution, as defined by Ashford University transfer credit policies.*

Proof of graduation, or equivalent, is required prior to disbursement of any financial aid. See Financial/Financial Aid Implications for Residents of California, Mississippi and Tennessee under Loan Disbursement Information in the Financial Information section of this Catalog for more information concerning financial aid and payment requirements for California, Mississippi and Tennessee residents.

Pages 190-192

Revision, Effective 8/17/15

Conditional Admission Requirements for Online Bachelor of Arts Degree Programs

Applicants seeking admission to an online Bachelor’s degree program must meet the following admission requirements prior to the start of the first course at Ashford University:

1. Be 22 years of age or older or be exempt from this requirement by meeting one of the following criteria:
 - a. Has earned a minimum of ~~30~~ 20 transferable credits* as defined by Ashford University transfer credit policies;
 - b. Has ~~earned an Associate’s degree or higher* from a regionally or approved nationally accredited institution; 0-19 transferrable credits and successfully completed the Student Success Orientation course;~~
 - c. Is seeking readmission to Ashford University after withdrawal from a degree program;
 - d. Is a current degree-seeking student at Ashford University requesting to change majors; *or*
 - e. *Is a Clinton campus student requesting to transfer to the online modality.*

*If satisfying the Under 22 exemption with ~~30-20~~ transferable credits ~~or an Associate’s degree or higher~~, unofficial transcripts must be submitted with the Application for Admissions.

Due to the accelerated, adult-learner focus of the academic programs offered in the online modality, applicants under the age of 18 *generally* will not be considered for admission under any circumstance admitted.

~~*If satisfying the Under 22 exemption with an earned Associate’s degree, unofficial transcripts must be submitted with the Application for Admissions, and official transcripts must also be received.~~

**Requirements for residents of *California*, Mississippi and Tennessee are outlined separately;

please refer to Additional Admission Requirements for Residents of *California*, Mississippi and Tennessee.

Page 193

Revision, Effective 8/17/15

Provisional Admission Requirements for Online Bachelor of Arts Degree Programs

Students must meet the following requirements in order to be provisionally admitted to a Bachelor’s degree program at Ashford University:

1. ~~Successful completion of~~ ~~Students who indicate that they have zero (0) traditional college level transferable credits at the time of application are required to successfully~~ Student Success Orientation, *if required**;

**Students are required to successfully complete Student Success Orientation if they,*

- a. *have zero (0) traditional college-level transferable credits at the time of application,*
- or,*
- b. *are under age 22 and have 0-19 transferable credits.*

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Revision, Published 7/31/15

Bachelor of Arts in Psychology

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obap.~~ *This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.*

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Revision, Published 7/31/15

Bachelor of Arts in Communication Studies

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obacs.~~ *This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid,*

but not subject to the gainful employment requirements.

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Revision, Published 7/31/15

Bachelor of Arts in Environmental Studies

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit~~

~~www.ashford.edu/pd/obaes-~~

This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

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Revision, Published 7/31/15

Bachelor of Arts in Social and Criminal Justice

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit~~

~~www.ashford.edu/pd/obacj-~~

This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Pages 269-270

Revision, Published 7/31/15

Bachelor of Arts in Social Science

~~For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit~~

~~www.ashford.edu/pd/obass-~~

This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

Pages 270-271

Revision, Published 7/31/15

Bachelor of Arts in Sociology

~~For more information about on-time completion~~

~~rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obas-~~
This program leads to a baccalaureate degree in liberal arts. It is eligible for federal financial aid, but not subject to the gainful employment requirements.

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Addition, Effective 8/26/15

Communication Studies Minor (18 credits)

Please note: this minor is not available to students majoring in Communication Studies.

- COM 321 Communication Theory (3 credits)
- COM 323 Persuasion & Argumentation (3 credits)
- COM 325 Communication & Conflict (3 credits) Prerequisites: ENG 121 and ENG 122 or equivalents
- COM 345 Media Writing for Communication (3 credits)
- COM 360 Advanced Communication in Society (3 credits)
- COM 425 Communication in Organizations (3 credits)

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Addition, Effective 8/26/15

Journalism & Mass Communication Minor (18 credits)

Please note: this minor is not available to students majoring in Journalism & Mass Communication.

- JRN 231 Survey of Journalism & Mass Communication (3 credits)
- JRN 331 Multimedia News Writing & Editing (3 credits) Prerequisite: ENG 325
- JRN 337 Newsgathering & Reporting (3 credits)
- JRN 335 Cyber-Journalism (3 credits)
- JRN 333 Media Ethics (3 credits)
- JRN 410 Media Law (3 credits)

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Addition, Effective 8/26/15

Literature Minor (18 credits)

Please note: this minor is not available to students majoring in English.

Required Courses:

- ENG 303 Survey of Shakespeare (3 credits)
Prerequisites: ENG 122 and junior standing.
- ENG 317 International Voices (3 credits)
Prerequisites: English Proficiency
- ENG 380 Literary Research (3 credits)

Choose three of the following courses:

- ENG 201 American Literature to 1865 (3 credits)
- ENG 202 American Literature After 1865 (3 credits)
- ENG 345 British Literature I (3 credits)
- ENG 346 British Literature II (3 credits)
- ENG 341 Studies in Literary Genres (3 credits)
- ENG 438 Literary Theory (3 credits)

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Addition, Effective 8/26/15

Speech and Language Disorders Minor (18 credits)

Please note: this minor is not available to students majoring in Applied Linguistics.

- LNG 222 Survey of Communicative Disorders (3 credits) Prerequisite: LNG 321
- LNG 310 Sounds of Language (3 credits)
Prerequisite: LNG 321
- LNG 320 Structures of Language (3 credits)
Prerequisite: LNG 321
- LNG 321 Foundations of Linguistics (3 credits)
- LNG 360 Sociolinguistics (3 credits)
Prerequisite: LNG 321
- LNG 455 Language Development Disorders (3 credits) Prerequisite: LNG 321

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Addition, Effective 8/26/15

Writing Minor (18 credits)

Please note: this minor is not available to students majoring in English.

- ENG 315 Business and Professional Writing (3 credits) Prerequisites: ENG 122 and junior standing.
- ENG 318 Creative Writing (3 credits)
- ENG 325 Intermediate Composition (3 credits)
Prerequisites: ENG 121 and ENG 122
- ENG 328 Scientific & Technical Writing (3 credits) Prerequisites: ENG 122 and fulfillment of the General Education Science requirement.
- COM 345 Media Writing for Communication (3 credits)
- ENG 353 Evolution and History of the English Language (3 credits)

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Addition, Effective 8/17/15

Transfer Credit Evaluation for Online Graduate Degree Programs

Upon being granted provisional admission to a graduate degree program, the Ashford University Registrar's Office staff will begin requesting official transcripts from schools where any graduate-level credit was earned, using the signed Transcript Request form.

This includes:

- *College or university transcripts from institutions where graduate credit was earned*
- *Military credits evaluated for equivalency to graduate-level college credits*

Once these transcripts have been received, the Registrar's Office staff will complete the student's transfer credit evaluation.

At the conclusion of the third (3rd) attempted Ashford University course in a degree seeking program, if any transcripts from institutions where graduate credit was earned have not yet been received, the Registrar's Office staff will proceed with the transfer credit evaluation of any transcripts received to date. Additional transcripts may be submitted for evaluation at a later date, should they become available.

If it is determined prior to the conclusion of the third (3rd) attempted Ashford University course that certain transcripts where graduate credit was earned are unable to be provided, students may sign and submit an Authorization to Close File form thereby waiving potential transfer credits from previously attended schools, in order to expedite the transfer credit evaluation process. These transcripts may be submitted for evaluation at a later date, should they become available.

Students are responsible for reviewing their transfer credit evaluation as well as their scheduled courses with their Student Advisor and informing them of any courses that they feel are duplicative or equivalent in content to previously completed coursework.

Students may submit official transcripts to Ashford University for review of transfer credits at any time.

Pages 283-284

Revision, Effective 8/17/15

Full Admission Requirements for Online Graduate Degree Programs

~~Submission of official transcripts from institutions where graduate credit was earned. (The Ashford University Registrar Office staff will manage the request of all transcripts for students using their signed *Transcript Request* form.)~~

Pages 285, 307-308

Addition, Published 7/31/15

MSCJ Program-Specific Requirements

Master of Science in Criminal Justice students who submit official transcripts indicating that they have earned an undergraduate degree in criminal justice or have successfully completed undergraduate coursework in criminal justice, criminal law and constitutional law with a grade of C or higher will be exempt from the requirement to take CRJ 501 Criminal Justice, Criminal Law & the Constitution. Students are responsible for notifying the University if they believe they have met these requirements through previous college coursework during the application process and are responsible for submitting official transcripts for verification.

Page 305

Deletion, Published 7/31/15

Master of Arts in Health Care Administration

- ~~*MHA 610 Introduction to BioStatistics (3 credits)~~

~~*This course uses software that is not Mac OS compatible. Access to a Windows PC or a Windows-based platform is required.~~

Pages 395-398

Revisions, Published Periodically

Ashford University Board of Trustees

Various updates are published periodically for this section. Please see [this section](#) in the Online Catalog for an accurate listing of current administration.

Page 398

Revisions, Published Periodically

Ashford University Administration/Faculty

Various updates are published periodically for this section. Please see [this section](#) in the Online Catalog for an accurate listing of current administration.