

AMERICAN SENTINEL UNIVERSITY



2014



CATALOG



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AMERICAN SENTINEL UNIVERSITY: POSITIONING YOU FOR SUCCESS

At American Sentinel University, we measure our own success by assessing how well we position our students to succeed. One such indicator is our student satisfaction rating, which consistently exceeds 95 percent. The most frequent compliment we hear from students is that we offer excellent individual attention and professional services. Whether you are a continuing student or returning to higher education after many years, we understand your needs and have built our programs with you in mind. Most of our students are employed full time and our graduates have reported that they received career advancement opportunities in their chosen fields after completing their programs.

Our students reached these heights because American Sentinel is dedicated to supporting students throughout their educational journeys as they strive to enhance their professional and civic lives. We deliver academic excellence through our innovative programs, world-class faculty and quality student success services.

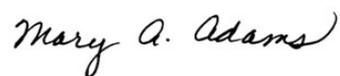
Throughout our history, innovation has not only been part of our mission, it has also been a philosophy by which we live. American Sentinel University has broken ground as one of the first institutions to introduce an online Geospatial Information Systems (GIS) program (Associate of Science, Bachelor of Science and Master of Science) and we remain today one of the few institutions to offer a Doctor of Nursing Practice program with an educational leadership specialty track. We are continuously developing new technologies, such as cutting-edge nursing simulation programs, to enhance the student experience.

American Sentinel is committed to providing students with a current, professional curriculum taught by excellent faculty members who are leaders in their field. Most of our professors have doctoral degrees and are working professionals who bring practical, best-in-class experience to the classroom.

Students choose American Sentinel because they want an excellent education from an institution that cares about their success. From our beginnings—when we developed our unique approach to online learning, which we call ACER (Access, Community, Experimentation and Reflection)—we put student success and achievement at the forefront. As part of the ACER approach, we employ a rich array of learning methods and techniques, such as the capstone courses at the end of each degree program that allow students to develop in-demand professional competencies through real-world work products. Beginning this year, every student has the opportunity to demonstrate their accomplishments with their own academic/professional electronic portfolio. These are just a few of the things that I believe make American Sentinel University a student's best choice to become positioned for success.

Our faculty and staff welcome you to American Sentinel University's community of scholars. You've made a great choice in coming here, and you will find that we are very supportive partners in your success.

Mary Adams



President
American Sentinel University



CONSUMER INFORMATION

This catalog is published in order to inform students and others of American Sentinel University's academic programs, policies, calendar, tuition, fees, administration and faculty. The information provided is current and accurate as of the date of publication. American Sentinel University cannot assure that changes will not occur that will affect this information. This catalog is published for informational purposes only and is not intended as a contractual agreement between American Sentinel University and any individuals.

American Sentinel University reserves the right to make changes within the term of this catalog, which may affect any of the information published, and to make such changes, if necessary, without prior notice to individual students. As such changes may occur, these will be published in a catalog addendum, which should be regarded as an integral part of this catalog.

American Sentinel University expects its students to read and understand the information published in this document and in any subsequent addenda identified as belonging to this catalog. Failure to read and understand this catalog will not excuse any student from the application of any requirement or regulation published herein. Furthermore, it is the responsibility of each student to remain apprised of current graduation requirements of his/her program.

American Sentinel University affirms a policy of equal employment opportunity, equal educational opportunity and nondiscrimination in the provision of educational services to the public. American Sentinel University makes all decisions regarding recruitment, hiring, promotion and all other terms and conditions of employment without discrimination on grounds of race, color, creed or religion, sex or sexual orientation, national origin, age, physical or mental disadvantage, or other factors, which cannot lawfully be the basis for an employment decision. American Sentinel University affirms its policy of administering all educational programs and related supporting services and benefits in a manner, which does not discriminate because of a student's race, color, creed or religion, sex or sexual orientation, national origin, age, physical handicap or any other characteristic.



ABOUT US: AMERICAN SENTINEL UNIVERSITY

Fast Facts

- ◇ Founded: February 2006
- ◇ History: American Sentinel University was founded when three nationally accredited institutions merged: the American Graduate School of Management (Denver, Colo.), Sentinel University (Denver, Colo.) and the American College of Computer and Information Sciences (Birmingham, Ala.).
- ◇ Awards: *G.I. Jobs* Military Friendly School (2013, 2012, 2011, 2010, 2009), Military Advanced Education Top Military-Friendly University (2012–13, 2011–12, 2010–11, 2009–10, 2008–09)
- ◇ CEO: Dr. Richard Oliver
- ◇ President: Mary Adams
- ◇ Accreditation: Distance Education and Training Council (DETC); Commission of Collegiate Nursing Education (CCNE) (Bachelor of Science Nursing and Master of Science Nursing programs)
- ◇ Programs: 14 online bachelor and master degree programs and certificate programs with no residency requirements; Two online doctoral degree programs with two seven-day residencies.
- ◇ Student enrollment (as of December 1, 2013): 3,569 students
- ◇ Alumni (as of December 1, 2013): Approximately 3,623 worldwide
- ◇ Faculty: 165+ full-time and adjunct faculty members (more than 54 percent hold Ph.D.s)
- ◇ Staff: 95+ academic administrators and staff
- ◇ Headquarters: Aurora, Colo.
- ◇ Student satisfaction: 94 percent based on Student Satisfaction Survey Q4 2012

Mission

American Sentinel University's mission is to provide high-quality, innovative degree and certificate programs that enable students to enhance their professional and civic lives.

Vision

To be recognized as a world leader...

... for providing accessible, quality, advanced education for the motivated learner/professional who seeks success in their chosen fields and communities ...

... for our innovative use of technology that creates new standards in outcomes and achievement of academic excellence...

... for our understanding of and meeting the changing needs of our students, communities and other constituents...

... for creating excellence in student and constituent services.

Values

American Sentinel University's institutional objectives are reflected in its values:

Continued Improvements in Quality Outcomes

- ◇ Place value creation for the learner at the center of all that we do.
- ◇ Embrace the changes necessary to continually improve standards and processes so that they inspire best-in-class educational content and learning assessments.

Community of Scholars

- ◇ Keep our students, faculty, staff, communities and other constituents engaged in a free exchange of ideas by creating an environment of trust and mutual respect.
- ◇ Identify the educational needs of our students and work diligently to meet or exceed them.

Connected and Inclusive

- ◇ Act with integrity and behave ethically and transparently.
- ◇ Value and embrace diversity.
- ◇ Maintain a workplace that is characterized by safety, openness, creativity, challenge and innovation.

Student Manifesto

We Nurture Talent

At American Sentinel University, nurturing students' talent is our primary responsibility. We believe the only true measure of our success is our students' success in their chosen fields.

To achieve our goals, American Sentinel pledges to our students that we will, to the best of our ability:

- ◇ Offer high-quality educational programs.
- ◇ Provide a response to student requests within 24 hours.
- ◇ Create a variety of innovative courses and programs that equip students with the latest and most desired knowledge in the marketplace.
- ◇ Employ the most innovative educational technologies.
- ◇ Provide world-class student services and support.
- ◇ Operate in a fiscally responsible manner to ensure students receive the best value tuition.
- ◇ Provide students annual reports on our progress toward meeting our goals.

Board of Trust

Dr. Kenneth McLennan – Chair

Dr. Kenneth McLennan has extensive experience in academic, government and nonprofit organizations, and was the president and CEO of Manufacturers Alliance from 1987 to 1999. Dr. McLennan is an adjunct professor at the College of William and Mary (in the Thomas Jefferson Public Policy Program) and for the joint Eastern Virginia Medical School-Old Dominion University Master of Public Health program.

Dr. McLennan holds a Ph.D. from the University of Wisconsin-Madison, an MBA from the University of Toronto and a Bachelor of Science from the London School of Economics.

Dr. Robert Anders

Dr. Robert Anders is the vice president of nursing at Education Affiliates. He is an expert in nursing education with a particular focus on creating excellence in programs with significant minority populations. He has been a faculty member and administrator in associate degree, bachelor, master and doctoral programs at several universities, including the University of Texas at El Paso, the University of Hawaii, the University of Western Australia and Chaing Mai University. Dr. Anders was funded by the National Institute of Health to research minority health disparities and received funding from the U.S. Department of Health and Human Services to improve nursing education. He was inducted as a Fellow of the American Academy of Nursing Education in 2007.

Dr. Anders holds a Ph.D. in public health with an emphasis in health care administration and planning and a Master of Science Nursing from the University of Hawaii. He holds a Bachelor of Science Nursing from Union College.

Duncan Anderson

Duncan Anderson is the president and CEO of Education Affiliates, a company he founded with JLL Partners. Mr. Anderson has more than 30 years of experience leading companies in various industries. He has managed global business build-outs, forged strategic alliances and achieved operating synergies through acquisitions and organic growth. Prior to founding Education Affiliates, Mr. Anderson was the president and CEO of Global Knowledge Network.

Mr. Anderson holds an MBA from Northeastern University and a Bachelor of Science in economics from the University of North Carolina.

Dr. Marcia Bankirer

Dr. Marcia Bankirer is the president of the Denver School of Nursing. Previously, she was president of Argosy University, Denver campus. Prior to opening the Denver campus for Argosy in May 2006, Dr. Bankirer was the president of Argosy's Chicago campus. Dr. Bankirer has served as the vice provost for Central Michigan University and as academic vice president for Jones International University. She has held several key positions at Colorado State University, including associate provost. Dr. Bankirer has been an active member of the Higher Learning Commission of the North Central Association, and was a member of the Academic Review Council and a consultant evaluator.

Dr. Bankirer holds a Ph.D. in adult and higher education from the University of Wyoming and a Master of Education and Bachelor of Science in biological science from Colorado State University.

Natasha Blackshear

Natasha Blackshear is an attorney in private practice. Ms. Blackshear's prior experience includes serving as partner at Gonzalez Saggio & Harlan LLP, running its Nashville office. In 2011, Ms. Blackshear was recognized by the *Nashville Post* as one of Nashville's top 101 lawyers. Prior to her legal career, Ms. Blackshear was a venture capitalist for five years at Council Ventures, LP, where she was part of a four-person team investing a \$52 million fund. She also worked as a corporate valuation consultant at PricewaterhouseCoopers. Ms. Blackshear was appointed by former Tennessee Governor Phil Bredesen to the Tennessee Commission on Children and Youth and served as a commissioner for nine years. She served for eight years on the board of directors of Market Matters, Inc., an independent, not-

for-profit international development organization. Ms. Blackshear is admitted to the bar associations of New York, Massachusetts (retired status) and Tennessee.

Ms. Blackshear holds a J.D. from Harvard University and an MBA and Bachelor of Science in applied economics and management from Cornell University.

Dr. Frank Mayadas

Dr. Frank Mayadas has served as a senior advisor to the Alfred P. Sloan Foundation since 2010, advising the foundation on its continuing grants in the Anytime, Anyplace Learning Program. From 1992 to 2009, he served as a program director at the foundation. Previously, Dr. Mayadas spent 27 years at the IBM Corporation, serving in a number of capacities, including vice president, research division, technical plans and controls; vice president, technology and solutions development; general manager, university and college systems, IBM personal systems; and secretary of IBM's Corporate Management Board and the IBM Management Committee, among other positions.

Dr. Mayadas holds a Ph.D. in applied physics from Cornell University and a B.S. from the Colorado School of Mines.

Robert Neumeister, Jr.

Robert Neumeister is the former executive vice president and CFO of Linux Networks. In 2008, he was interim president and CEO of Geeknet, of which he has served on the board of directors since 2001. Previously, Mr. Neumeister was the executive vice president and CFO of Dex Media, and the CFO of Prolexis Pharmaceuticals and Aerie Networks. Mr. Neumeister serves on the boards of Symmetricom and Covad Communications Group.

Mr. Neumeister holds an MBA from the University of Virginia and a Bachelor of Arts in economics and English from Vanderbilt University.

Administration

Dr. Richard Oliver – CEO

Dr. Richard Oliver is the CEO and chief academic officer of American Sentinel University. Previously, he was a professor at the Owen Graduate School of Management at Vanderbilt University. While there, Dr. Oliver received the Outstanding Professor Award and a Dean's Teaching Award. For several years, he served as a visiting professor of management at the Johnson Graduate School of Management at Cornell University. Prior to his academic career, Dr. Oliver had a 20-year career at Nortel Networks, where he was vice president of marketing, and he also worked for DuPont Co. Dr. Oliver is the author of seven books and more than 50

book chapters and journal articles about management, technology and education, and has lectured around the world on these topics. He served on the editorial boards of the *Journal of Services Marketing* and the *Journal of Strategic Management Education*. Dr. Oliver has served on seven corporate boards and was chairman of the board of directors of Symmetricom, a high-tech telecommunications company, from 1997 to 2004.

Dr. Oliver holds a Ph.D. in informatics from the State University of New York, a Master of Arts in communications from the University of Delaware and a Bachelor of Science in economics from Cornell University.

Mary Adams – President

Mary Adams is the president of American Sentinel University. She has more than 20 years of experience in distance education, including serving as president of Aspen University from 1992 to 2004. Ms. Adams is a commissioner of the Distance Education and Training Council (DETC), and a past chair of the Research and Education Standards Committee. She has chaired more than 30 DETC accreditation visits and received the DETC's Distinguished Service Award and Distinguished Recognition Award. Ms. Adams served on the board of Provost Academy Colorado and is vice chair of the Accrediting Commission of the DETC.

Ms. Adams holds an MBA from ISIM University and a Bachelor of Arts in history from California State University, Fullerton.

Dr. John Bourne – Chief Academic Officer

Dr. John Bourne is a professor emeritus of electrical, computer and biomedical engineering at the Franklin W. Olin College of Engineering, Babson College and Vanderbilt University, where he was a faculty member from 1969 to 2000. Currently, he is executive director and ex-officio member of the board of directors of Sloan-C, a consortium of individuals, institutions and organizations committed to quality in online education. He was one of the founding faculty members of Olin College and is a past director of the Sloan Center for Online Education. Dr. Bourne founded the *Journal of Asynchronous Learning Networks* in 1996 and remains an editor. He also served as editor-in-chief of *Critical Reviews in Biomedical Engineering* for 30 years and established the Asynchronous Learning Network Web in 1996 with support from the Alfred P. Sloan-C Foundation. Dr. Bourne is a fellow of the IEEE and a fellow of the American Institute of Medical and Biological Engineering. He is the author of numerous articles and books.

Dr. Bourne holds a Ph.D. and a Master of Science from the University of Florida and a Bachelor of Engineering from Vanderbilt University.

Dr. Kurt Linberg – Provost

Dr. Kurt Linberg is the provost of American Sentinel University. Previously, he was the dean of the School of Business and Technology at the College of St. Scholastica, where he provided academic leadership for traditional campus and online programs as well as five extended sites. Dr. Linberg was a founding dean at Capella University. There, he made key contributions to policy and technology implementations and created and developed business and technology programs across bachelor's, master's and doctoral degrees supporting 5,000 students. He also was a founding member of the Association for Computing Special Interest Group for IT Education. Dr. Linberg has conducted numerous professional presentations and publications. He also worked for 18 years on software innovations with Medtronic, Honeywell and Alliant Techsystems, and he holds 10 patents.

Dr. Linberg holds a Ph.D. in applied management and decision sciences from Walden University, a Master of Science in software engineering from the University of St. Thomas and a Bachelor of Science in applied mathematics from the University of Wisconsin-Stout.

Dr. Judy Burckhardt – Dean of Nursing Programs

Dr. Judy Burckhardt is the dean of nursing programs at American Sentinel University. Previously, she was the dean of nursing and health programs at Kaplan Higher Education Campuses and before that, the vice president of Kaplan's School of Nursing. Dr. Burckhardt has many years of experience as an educator and administrator in diploma, ADN and BSN programs. She led the nursing division at Kaplan Test Preparation and spearheaded the development and growth of the company's nursing programs. Dr. Burckhardt delivers test preparation seminars to students, item-writing workshops to nursing faculty and career development seminars to students, nurses and health care professionals in the United States and abroad. Dr. Burckhardt is the co-author of a top-selling book of strategies for preparation for the NCLEX-RN exam and has published numerous articles for nursing publications. She is a member of Sigma Theta Tau, the National League for Nursing, the American Nurses Association and the National Organization of Associate Degree Nurses.

Dr. Burckhardt holds a Ph.D. in educational administration from the University of Nebraska, a Master of Arts in education with an adult education emphasis from Washington University, a Master of Science Nursing with a nursing education emphasis from Kaplan University and a Bachelor of Science Nursing from Loyola University.

Dr. Cheryl Wagner – Associate Dean of Graduate Nursing Programs

Dr. Cheryl Wagner is the associate dean of graduate nursing programs at American Sentinel University. Previously, she was program director and associate professor in the College of Nursing at South University. She has taught at Walden University and Kaplan University. Throughout her career, Dr. Wagner has held several clinical and nursing administration positions as a nurse manager, emergency services manager and in acute critical care and oncology, and has served as assistant dean and acting dean of various nursing programs. Dr. Wagner helped create and launch several accredited baccalaureate and graduate-level online and traditional nursing programs. Dr. Wagner is an editor of *Nursing Interventions Classifications* and a member of the organization's nursing classification and clinical effectiveness research team. She has published numerous book chapters, articles and academic papers in journals such as *Nursing* and *Journal of Nursing Administration* and has presented nearly 70 papers at various conferences. Her doctoral work focused on the areas of nursing turnover and nonlinear predictive methods, and she also researches the links between nursing interventions and positive patient outcomes.

Dr. Wagner holds a Ph.D. in nursing administration, a Master of Science Nursing and an MBA from the University of Iowa and a Bachelor of Science Nursing/ Bachelor of Arts from Marycrest College.

Dr. Elaine Foster – Associate Dean, Nursing

Dr. Elaine Foster is the associate dean of nursing at American Sentinel University. Previously, she was the associate dean for the School of Nursing at Kaplan University. For 27 years, Dr. Foster held various leadership roles at Southwestern Michigan College, including dean of the School of Nursing and Human Services and dean of academic studies for arts and sciences. She has presented at numerous state and national conferences and is the associate editor for *The Community College Enterprise*. In 2007, she served on a nursing legislative task force for the state of Michigan to develop a plan to reduce the shortage of nurses in the state. Dr. Foster is a member of the National League of Nursing and Sigma Theta Tau International. She is a past member of several state and national professional associations, including the Michigan Liberal Arts Deans organization, the National Organization of Associate Degree Nursing, the Northern Indiana Organization of Nurse Executives and the Michigan Council of Nursing Administrators (for which she served as president). Dr. Foster also serves on the board of trustees for Borgess-Lee Memorial Hospital.

Dr. Foster holds a Ph.D. in educational leadership and administration from Andrews University, a Master of Science Nursing from Andrews University and a

Bachelor of Science Nursing from the University of Michigan.

Dr. Helen Heiskell – Chair, Graduate Nursing Programs, DNP Curriculum

Dr. Heiskell is Chair, Graduate Nursing Programs, DNP curriculum at American Sentinel University. Previously, she was the chair of online undergraduate nursing programs in the College of Nursing and Public Health at South University Online, where she also has served as assistant professor and assistant program director of the online RN to BSN and RN to MSN programs. Dr. Heiskell has taught in many nursing programs, including Chatham University, Walden University, Kaplan University, Chamberlain College of Nursing, Georgia Southwestern State University and Darton College. She began her nursing career in 1983 and gained experience in cardiac step-down, critical care, rehabilitation, and management. Dr. Heiskell also ran her own legal nurse consulting business. She is a peer reviewer for the *Journal of Online Learning and Teaching* and past peer reviewer for the *Online Journal of Nursing Informatics*. She is a member of the National League for Nursing and Sigma Theta Tau and was a 2011 Fellow of the American Association of Colleges of Nursing's Leadership for Academic Nursing Program.

Dr. Heiskell holds a Doctor of Nursing Practice (informatics concentration) from the Medical College of Georgia, an MSN (cardiovascular nursing concentration) from the University of Alabama at Birmingham and a BSN from the Medical College of Georgia.

Dr. Tona Leiker – Chair, Graduate Nursing Programs, MSN Curriculum

Dr. Leiker is Chair, Graduate Nursing Programs, MSN curriculum at American Sentinel University. Previously, she was the nursing program chair at National American University, Wichita West Campus, and academic dean of the School of Adult and Graduate Studies and nursing program chair at Tabor College Wichita. Dr. Leiker has held nursing faculty positions at Butler Community College, Hutchinson Community College, St. Mary of the Plains College, Tabor College and National American University. In her nursing career, she worked as an advanced registered nurse practitioner-clinical nurse specialist, school nurse and director of behavioral health services in a complex health care system. Dr. Leiker also worked clinically in the drug and alcohol addiction field for many years. Dr. Leiker has served at the local, state, regional and national level with appointments in professional nursing organizations such as the Congress on Nursing Practice, the National Nurses Society on Addictions (for which she was president) and the Center for Substance Abuse Treatment's National Advisory Council. She is a member of Sigma Theta Tau International, the American Nurses Association and the Kansas State



Nurses Association, and she is a founding member of the Kansas Center for Nursing and a stakeholder for the Kansas Nursing Action Coalition. Dr. Leiker is a Certified Nurse Educator and successfully completed the Health Professions Educator Certificate from the University of Kansas.

Dr. Leiker holds a Ph.D. in nursing from the University of Kansas and Master of Nursing and Bachelor of Science Nursing degrees from Wichita State University.

Karen Whitham – Chair, Nursing Programs, Faculty and Students

Karen Whitham is Chair, Nursing Programs, Faculty and Students at American Sentinel University. Previously, she was a nursing faculty member at Rasmussen College. Ms. Whitham has held various roles at Kaplan University, including director of pre-licensure initiatives, practical nursing professor, clinical coordinator and adjunct online nursing professor. She worked as a staff nurse on a medical/surgical/telemetry unit at Mercy Medical Center in Des Moines, Iowa, where she also was a clinical instructor in the College of Health Sciences. Ms. Whitham is a Certified Nurse Educator and is a member of Sigma Theta Tau, the National League for Nursing and the International Nursing Association for Clinical Simulation and Learning.

Ms. Whitham holds an M.S. in higher education, teaching and learning from Kaplan University, an MSN (leadership in health care systems emphasis) from Regis University, a BSN from the University of Iowa and an A.S. in nursing from Mercy College of Health Sciences. She is pursuing a Doctor of Education in health care education from the College of Saint Mary.

Jeff Caplan – Senior Vice President of Enrollment and Retention

Jeff Caplan is the senior vice president of enrollment and retention at American Sentinel University. He has an extensive background in health care and strategic business development. Previously, Mr. Caplan was the executive vice president for a specialty health care media company and the vice president of marketing and product management for a health care electronic exchange between hospitals and suppliers. Mr. Caplan

spent his early career at DuPont, where he led a variety of business functions.

Mr. Caplan holds an MBA from Vanderbilt University and a Bachelor of Science in engineering from Rutgers University.

Mark Cobb – Vice President of Student Success and Retention

Mark Cobb is the vice president of student success and retention at American Sentinel University. He has worked in the education industry since 2001 and has led admissions and support departments for a number of online universities. Mr. Cobb has helped grow small and large institutions and has served as a consultant for career-focused and traditional educational institutions.

Mr. Cobb holds a Bachelor of Science in management from James Madison University.

Natalie Nixon - Vice President of Admissions

Natalie Nixon is the vice president of admissions at American Sentinel University. She has more than 20 years of experience in distance education and has held positions such as director of admissions, international program director and admissions advisor at American Sentinel and its predecessors.

Ms. Nixon holds a Bachelor of Business Administration from Roanoke College.

Paul Capicik – Executive Director, Academic Services; Vice President, Military Programs

Paul Capicik is the executive director, academic services, and vice president, military, at American Sentinel University. Mr. Capicik has substantial experience in business, information and technology management. He served more than 26 years in the U.S. Air Force before becoming an administrator, director and chief information officer for a national nonprofit organization, the Civil Air Patrol. At American Sentinel, he also has served as senior advisor, business and technology programs.

Mr. Capicik holds a Master of Arts in computer resource management from Webster University.

Faculty

General Education Faculty

Dr. Phil Bence	Ph.D., Practical Theology, University of St. Andrews
Jane Binns	MFA, Prose, Naropa University
Dr. Ping Ching "Winnie" Chan	Ph.D., Economics, University of Toronto
Dr. John Chappo	Ph.D., American History, University of Southern Mississippi
Elizabeth DaRosa	M.A., Sociology, DePaul University
Dr. Amit Dave	Ph.D., Educational Leadership, Clark Atlanta
LaVerne Donelson	M.S., Counseling, California State University
Dr. Thomas Donovan	Ph.D., Philosophy, University of California, Riverside
Leslie Ellis	MBA, Information Systems, University of North Alabama
Karen Faith	M.A., Geography, Arizona State University
Dr. Laurin Hafner	Ph.D., Psychology, University of Connecticut
Dr. Miriam Huff	Ph.D., Professional Studies, Capella University
Eric Lance	M.S., Counseling/Psychology, University of Alabama
Dr. Amy Laptad	Ph.D., Education, Northcentral University
Vanessa Leonard	M.A., Communications, University of Northern Colorado
Julia Maypole	M.A., World History, Regis University
Nelda McCray	Ph.D., Higher Education, Morgan State University
Antoinette Percy-Laurry	M.S., Public Health, University of Alabama at Birmingham
Dr. Jane Petrick	Ph.D., Organizational Psychology, The Saybrook Institute
Dr. Terese Stratta	Ph.D., Education, Southern Illinois University
Dr. Gene Ziegler	Ph.D., Geography, Pennsylvania State University

Management Faculty

Joan Anderssen	MBA, Finance, University of Denver
Vicki Befort	M.Ed., Business Education, Colorado State University
Monica Bess	M.S., Business and Leadership, Franklin University
Dr. Saundra Braxton	Ph.D., Organization Management, Capella University
Dr. Lydia Campuzano	DBA, University of Phoenix
Dr. Ping Ching "Winnie" Chan	Ph.D., Economics, University of Toronto
Dr. Margaret Czart	DPH, University of Illinois at Chicago
Dr. Amit Dave	Ph.D., Educational Leadership, Clark Atlanta
Ted Flatt	MIBA, Nova Southeastern University
Ted Framan	MBA, Marketing, University of Texas
Dr. Jacqueline Gilliard	Ph.D., Organization and Management, Capella University
Dr. Valentina Gokenbach	Ph.D., Management/Organizational Leadership, University of Phoenix
Dr. Jean Gordon	DBA, Human Resources, Nova Southeastern University
Dr. Kathleen Ives	D.M., Organizational Leadership, University of Phoenix
Dr. Judith Kaplan	DHA, University of Phoenix
Dr. Alex Lazo	Ph.D., Organization and Management, Capella University
Douglas Lewis	J.D., Capital University Law School
Dr. Michael McGivern	Ph.D., Organizational Development, Walden University
Lisa Moccaldi	M.S., Organizational Management, St. Joseph's College
Cathryn Pawlusiak	M.S., Health Care Administration, Central Michigan University

Jane Petrick	Ph.D., Organizational Psychology, The Saybrook Institute
Dr. Wanda Piercey	DHA, University of Phoenix
Dr. Suzanne Richins	DHA, Medical University of South Carolina
Patricia Schroeder	MBA, Nova Southeastern University
Dr. Kim Sharkey	DNP, American Sentinel University
Dr. Gigi Smith	Ph.D., Management, Colorado Technical University
Dr. Cherie Whiting	Ph.D., Leadership, Andrews University
Dr. Ken Wong	DBA, University of Newcastle
Hong Zhao	M.S. Accountancy, California State University, Los Angeles

Nursing Faculty

Catherine Amitrano	MSN, Russell Sage College
Dr. Lygia Arcaro	Ph.D., Health Sciences, Trident University International
Priscilla Aylesworth	MSN, State University of New York, Upstate Medical University
Jodie Baumtrog	MSN, University of Memphis
Dr. Edward Beard	DNP, Executive Leadership, American Sentinel University
Dr. Bonnie Beardsley	Ph.D., Education, Walden University
Dr. Ami Bhatt	DNP, Oakland University
Dr. Deborah Bishop	DNP, Executive Leadership, American Sentinel University
Megan Bivens	MSN, Florida State University
Dr. Cynthia Bostick	Ph.D., Nursing, University of Colorado
Dr. Laura Bourdeanu	Ph.D., Nursing, Azusa Pacific University
Dr. Rose Brault	Ed.D., Boston University
Dr. Mirella Brooks	Ph.D., Nursing, University of Hawaii
Michelle Burns	MSN, University of Mississippi Medical Center
Sheri Byrnes	MSN, University of Phoenix
Dr. Patricia Cannistraci	DNS, Education and Leadership, The Sage College
Dr. Linda Carl	Ed.D., Educational Leadership, University of Phoenix
Pamela Cislo	MSN, Saginaw Valley State University
Dr. Kadriyya Clark	DNP, University of Maryland
Dr. Kim Cribb	Ed.D., Valdosta State University
Dr. Karen Crouse	Ed.D., Educational Leadership, University of Hartford
Dr. Karen Cummins	Ph.D., Education, Capella University
Dr. Joan Darden	Ph.D., Higher Education Administration, Georgia State University
Vanessa DePuente	MSN, University of Washington
Dr. Nancy Dhonau	DNP, Chatham University
Mary Doherty	MSN, North Park University
Mary Drobnak	MSN, American Sentinel University
William Jason Dunne	MSN, Athabasca University
Dr. Catherine Earl	DBA, Western Michigan University
Karen Egenes	MSN, Norwich University
Dr. Eleanor Franey	Ph.D., Family and Child Ecology, Michigan State University
Sarah Gabua	MSN, Walden University
Dr. EM Vitug Garcia	DHEd, A.T. Still University
Dr. Jacqueline Gilliard*	Ph.D., Capella University
Yvette Glenn	MSN, Illinois State University
Dr. Jean Gordon	DBA, Human Resources, Nova Southeastern University
Dr. Daniel Gracie	DNP, Advanced Practice Nurse, Medical University of South Carolina
Dr. Michael Graham	Ph.D., Social Work, Ohio State University

Dr. Roger Alan Green	DNP, Rush University
Dr. Laurin Hafner*	Ph.D., Social Psychology, University of Connecticut
Dr. Helen Heiskell	DNP, Informatics, Medical College of Georgia
Christina Higgins	MSN, University of Mississippi
Dr. Joyce Johnston	DNP, Clinical Leadership, Case Western Reserve University
Dr. Karen Kapke	Ph.D., Human Development, University of Wisconsin
Dr. Bonny Kehm	Ph.D., Nursing Education, Capella University
Dr. Emily Keyes	Ph.D., Nursing, University of Virginia
Audrey Knippa	MPH, University of California
Dr. Christopher Kowal	DNP, Executive Leadership, American Sentinel University
Dr. Heidi Toerner Landry	DNS, Nursing Administration, Louisiana State University Health Sciences
Dr. Michael Landry	DNS, Nursing Administration, Louisiana State University Health Sciences
Dr. Karla Larson	Ph.D., Education, Capella University
Dr. Susan Layton	Ed.D., University of Georgia
Dr. Tona Leiker	Ph.D., Nursing University of Kansas
Debra Luisi	MSN, Education, Walden University
Dr. Linda Marcuccilli	Ph.D., Nursing, Wayne State University
Dr. Lucy Martinez-Schallmoser	Ph.D., Nursing University of Illinois
Todd McDonald	MSN, Troy State University
Jennifer McGoff	MSN, University of Rochester
Sarah Meeks	MSN, Walden University
Geraldine Mitchell	MSN, Rochville University
Sarah Moore	MSN, University of Phoenix
Joanne Nanavaty	MSN, Management and Organizational Leadership, American Sentinel University
Patricia Natale	MSN, Wayne State University
Kimberly Nerud	MSN, Health Care Education, University of Phoenix
Dr. Cynthia Newell	Ph.D., Health Administration, Walden University
Dr. Mary Olson	DNP, Adult Nurse Practitioner, George Washington University
Dr. Barbara Pate	Ph.D., Nursing, University of Arkansas for Medical Sciences
Margaret Pearce	MSN, Family Practice, Widener University
Melissa Penner	MSN, Nurse Educator, Kaplan University
Kelley Plant	MSN, Education, Albany State University
Dr. Mercy Popoola	Ph.D., Nursing, University of Colorado Health Sciences Center
Dr. Juanita Rass	Ph.D., Education, Capella University
Dr. Tonya Sawyer-McGee	DNP, Chatham University
Cynthia Scansarole	MSN, Education, American Sentinel University
Victoria Alaina Schad	MSN, Nursing Leadership and Management, Drexel University
Kristin Scitutto	MSN, Elmhurst College
Debra Folger Shipman	MSN, Nursing Leadership, Old Dominion University
Dr. Kristine Skalsky	Ed.D., Instructional Leadership, Argosy University
Stephanie Slater	MSN, University of Phoenix
Dr. Kelli Smith	Ph.D., Education, Capella University
Heather Soucey	MSN, University of Phoenix
Beth Stuckey	MSN, Minnesota State University
Dr. Eileen Thomas	Ph.D., Nursing, University of Colorado
Susan Thomas	MSN, Health Care Systems Management, Loyola University
Dr. Elaine Townsley	DHA, University of Phoenix
Joyce Van Natta	MSN, Nursing Education, American Sentinel University
Dr. Mary Walker	Ph.D., Nursing, University of Illinois

Dr. Cara Wallace	Ph.D., Nursing Education, Capella University
Elise Webb	MSN, University of Phoenix
Lakeisha Wheless	MSN, Education, Duke University
Karen Whitham	MSN, Leadership in Health Care Systems, Regis University
Dr. Vi Wilkes	Ed.D., Higher Education, Nova Southeastern University
Dr. Cheryl Williams	DHEd, A.T. Still University
Dr. Sandra Wise	Ph.D., Health Education, University of Toledo
Denniel Witkowski	MSN, Leadership and Management, Walden University
Kelly Witter	MSN, University of Phoenix
Pamela Swaby Wooten	MSN, Education, Walden University

* Teaches non-nursing courses in nursing program.

Informatics Faculty

Dr. Jason Andress	Ph.D., Computer Science, Colorado Technical University
Dr. Saundra Braxton	Ph.D., Organization Management, Capella University
Tonia Canada	MBA, Troy University
Dr. Rhonda Chicone	DBA, Applied Computer Science, North Central University
Dr. Margaret Czart	DPH, University of Illinois at Chicago
Dr. Amit Dave	Ph.D., Educational Leadership, Clark Atlanta
Dr. Jacqueline Gilliard	Ph.D., Organization and Management, Capella University
Dr. Valentina Gokenbach	Ph.D., Management/Organizational Leadership, University of Phoenix
Dr. Leila Halawi	DBA, Information Technology Management, Nova Southeastern University
Dr. Kathleen Hargiss	Ph.D., Curriculum and Instruction, University of South Florida
Peggy Harper	M.S., Geography, Mississippi State University
Mike Johnsen	M.S., Geology, Western Washington University
Dr. Alex Lazo	Ph.D., Organization and Management, Capella University
Dr. Michael McGivern	Ph.D., Organizational Development, Walden University
Dr. Suzanne Richins	DHA, Medical University of South Carolina
Dr. Paul Rotaru	Ph.D., Computer Science, Polytechnic University of Bucharest
Dr. Gigi Smith	Ph.D., Management, Colorado Technical University
Dr. Patricia White	Ph.D., Information Systems, Nova Southeastern University

Technology Faculty

Dr. Jason Andress	Ph.D., Computer Science, Colorado Technical University
Tonia Canada	MBA, Troy University
Dr. Rhonda Chicone	DBA, Applied Computer Science, North Central University
Dr. Theon Danet	Ph.D., Information Systems, Nova Southeastern University
Dr. Chris denHeijer	Ph.D., Computer Science, Colorado Technical University
John Denson	M.S., Information Systems Security, University of Denver
Bill Dickinson	MGIS, Pennsylvania State University
Dr. Thomas Donovan	Ph.D., Philosophy, University of California, Riverside
Leslie Ellis	MBA, Information Systems, University of North Alabama
Ray Fernandez	M.S., Information and Computer Science, Georgia Institute of Technology
Dr. Roxana Giusca	Ph.D., Geography, Bucharest University
Michael Glasser	M.S., Information Technology, Kaplan University
Greg Goodwin	M.S., GIS, Northern Arizona University
Dr. Leila Halawi	DBA, Information Technology Management, Nova Southeastern University
Dr. Linda Hamons	Ph.D., Computer Science, Colorado Technical University

Dr. Kathleen Hargiss	Ph.D., Curriculum and Instruction, University of South Florida
Peggy Harper	M.S., Geography, Mississippi State University
Michele Haywood	M.S., Systems Analysis and Design, Capella University
Mike Johnsen	M.S., Geology, Western Washington University
Mary McDonald	Ph.D., Computer Science, Colorado Technical University
Dr. Stephen McElroy	Ph.D., Geography, San Diego State University and the University of California, Santa Barbara
Dr. Michael McGivern	Ph.D., Organizational Development, Walden University
Lee Mitchell	M.S., Forest Resources, Mississippi State University
Dr. Festus Onyegbula	DCS, Enterprise Information Systems, Colorado Technical University
Dr. Hany Othman	DCS, Colorado Technical University
Dr. James "Tom" Prunier	M.A., Information Management, Webster University
Dan Randall	M.S., Computer Science, Capitol College
Candi Reid	M.S., Computer Science, University of Denver
Dr. Paul Rotaru	Ph.D., Computer Science, Polytechnic University of Bucharest
Gabriel Schmidbauer	M.S., Geographic Information Systems, State University of New York, Buffalo
Dr. Gigi Smith	Ph.D., Management, Colorado Technical University
Dr. Julia Smith	Ph.D., Information Systems and Communication, Robert Morris University
Dr. Patricia White	Ph.D., Information Systems, Nova Southeastern University
Dr. Ken Wong	DBA, University of Newcastle
Dr. Gene Ziegler	Ph.D., Geography, Pennsylvania State University



ACCREDITATION AND AUTHORIZATION

American Sentinel University is accredited by the Distance Education and Training Council, 1601 18th Street N.W., Suite 2, Washington, D.C. 20009, (202) 234-5100, www.detc.org. The Accrediting Commission of the Distance Education and Training Council is listed by the U.S. Department of Education as a nationally recognized accrediting agency and is a recognized member of the Council for Higher Education Accreditation.

American Sentinel's BSN and MSN programs are accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Suite 530, Washington, D.C. 20036, (202) 887-6791. Recognized by the U.S. Secretary of Education as a specialized professional accreditation agency, CCNE is an autonomous branch of the American Association of Colleges of Nursing (AACN), the only accrediting body devoted exclusively to evaluating baccalaureate and graduate nursing degree programs.

American Sentinel University's Doctor of Nursing Practice program is also a candidate for accreditation by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326.

The Colorado Commission on Higher Education has authorized American Sentinel University to operate as a degree-granting institution under the Degree Authorization Act. The Colorado Commission on Higher Education is the state policymaking and coordinating board for Colorado's higher education system.

American Sentinel University is licensed or otherwise recognized by the following state education agencies:

Alabama Commission on Higher Education

100 N. Union St.
P.O. Box 302000
Montgomery, AL 36130-2000
Phone: 334.242.1998
<http://www.ache.state.al.us>

Alabama Department of Postsecondary Education

P.O. Box 302130
Montgomery, AL 36130-2130
Phone: 334.293.4500
<http://www.accs.cc>

Arkansas Higher Education Coordinating Board

114 E. Capitol
Little Rock, AR 72201-3918
Phone: 501.371.2065
<http://www.adhe.edu>

Colorado Department of Higher Education

1380 Lawrence Street, Suite 1200
Denver, CO 80204
Phone: 303.866.2723
<http://www.state.co.us/cche>

Minnesota Office of Higher Education

1450 Energy Park Drive, Suite 350
St. Paul, MN 55108-5227
Phone: 651.642.0533
<http://www.ohe.state.mn.us>

American Sentinel University is registered as a private institution with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 136A.71.

Wisconsin Educational Approval Board

30 W. Mifflin St., Ninth Floor
Madison, WI 53707-8696
Phone: 608.266.1354
<http://www.eab.state.wi.us>

American Sentinel University is registered with the following state agency. (Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.)

Maryland Higher Education Commission

6 N. Liberty Street, 10th floor
Baltimore, MD 21201
Phone: 410.767.3298
<http://www.mhec.state.md.us>

American Sentinel University is not regulated in Texas under Chapter 132 of the Texas Education Code.

ADMISSION POLICIES & REQUIREMENTS

In accordance with Title IV of the Civil Rights Act of 1964, Title IX of Educational Amendments of 1972, Section 5 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, American Sentinel University admits all qualified applicants regardless of age, sexual preference, gender, marital status, religion, national origin, creed, disability or ethnic origin. The university recruits and admits those students who have the potential to successfully complete the educational programs. The prospective student's motivation and interest in succeeding in his/her chosen business field are important factors for admission consideration as are the student's academic background and qualifications.

Associate of Science Program Requirements

To be considered for admission to American Sentinel University's associate degree program, applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments.
- ◇ A high school diploma or its equivalent. Applicants are permitted to self-certify high school completion and provide the school's name, city, state and year of graduation. However, if the student has not successfully completed any college credit, he or she must submit an official high school transcript with a GPA of at least 2.0 prior to enrollment.
 - American Sentinel University reserves the right to request the official high school transcripts, General Education Development (GED) certification or DD214 indicating high school completion.
- ◇ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - To receive credits for courses or degrees from institutions outside of the U.S., Canada or U.S. territories, applicants must have their academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. The certifying organization's report must be sent directly to American Sentinel University. Depending on the program, if an applicant has earned a foreign degree he or she will need to request either a general or expanded report from the evaluator.
- ◇ If a student is utilizing federal financial aid to pay for all or part of his or her tuition and fees, he or she must submit official transcripts prior to acceptance.
- ◇ If a student is not utilizing federal financial aid, unofficial copies of transcripts may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Disclosure Information on Gainful Employment

- ◇ Associate of Science Geographic Information Systems:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=1>

Bachelor of Science Program (Non-Nursing) Requirements

To be considered for admission to any American Sentinel University bachelor's degree program, applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments.
- ◇ A high school diploma or its equivalent at the time of admissions. Applicants are permitted to self-certify high school completion and provide the school's name, city, state and year of graduation. However, if the student has not successfully completed any college credit, you must submit an official high school transcript with a GPA of at least 2.0 prior to enrollment.
 - American Sentinel University reserves the right to request the official high school transcripts, General Education Development (GED) certification or DD214 indicating high school completion.
- ◇ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.

- To receive credits for courses or degrees from institutions outside of the U.S., Canada or U.S. territories, applicants must have their academic transcript(s) evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. The certifying organization's report must be sent directly to American Sentinel University. Depending on the program, if an applicant has a foreign degree he or she will need to request either a general or expanded report from the evaluator.
- ◊ If a student is utilizing federal financial aid to pay for all or part of their tuition and fees, he or she must submit official transcripts prior to acceptance.
- ◊ If a student is not utilizing federal financial aid, unofficial copies of transcripts may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Disclosure Information on Gainful Employment

- ◊ Bachelor of Science Geographic Information Systems:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=3>

Registered Nurse to Bachelor of Science Nursing Requirements

To be considered for admission to the American Sentinel University RN to BSN program, all applicants must submit the following:

- ◊ A completed application.
- ◊ A résumé, curriculum vitae or list of professional accomplishments.

Applicants educated within the United States who hold a U.S. Registered Nurse (RN) license must submit the following:

- ◊ A copy of their active and unencumbered U.S. RN license.
- ◊ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University. Students' nursing education must be from a hospital school of nursing or an associate degree nursing program accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following:

- ◊ A copy of their active and unencumbered U.S. RN license.
- ◊ An academic report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education received is comparable to that received by a graduate of a U.S. nursing school.
- ◊ To receive transfer credits for courses from institutions outside of the U.S., Canada or U.S. territories, students' NACES or CGFNS evaluation will need to be a course-by-course report. Students must submit this report at the time of evaluation in order for the transfer credits to be considered.

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- ◊ A Validation of Licensure Report that shows evidence that they are legally authorized to practice as a professional nurse in the geographical area in which they work. CGFNS is an agency that can provide documentation acceptable to American Sentinel University.
- ◊ An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education received is comparable to that received by a graduate of a U.S. nursing school.
- ◊ To receive transfer credits for courses from institutions outside of the U.S., Canada or U.S. Territories, the NACES or CGFNS evaluation will need to be a course-by-course report. Students must submit this report at the time of evaluation in order for the transfer credits to be considered.
- ◊ If a student is utilizing federal financial aid to pay for all or part of their tuition and fees, they must submit official transcripts (or official NACES or CGFNS report) prior to acceptance.
- ◊ If a student is not utilizing federal financial aid, unofficial copies of transcripts (or NACES or CGFNS report) may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Colorado Nursing Articulation Model

American Sentinel's RN to BSN program is based on the Colorado Nursing Articulation Model, a statewide agreement that permits Registered Nurses who are graduates of hospital schools of nursing or who have associate degrees accredited by agencies recognized by the Council for Higher Education Accreditation or the U.S. Department of Education to advance into an RN to BSN program without testing. Under this model, applicants receive "block" transfer credits for their original associate degree or diploma nursing education without evaluation of specific nursing courses or testing in nursing content areas. Students entering American Sentinel's RN to BSN program with a diploma in nursing or an associate degree in nursing and an unencumbered RN license are automatically awarded 60 credit hours for their U.S. RN license and original nursing curriculum, including foundational courses.

Student in Arkansas and Minnesota

Students residing in the states of Arkansas or Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their general education requirements.

Nurses with Foreign Degrees

Nurses educated outside of the United States who are not eligible to practice as Registered Nurses in the United States must have their academic transcripts evaluated and certified by a National Association of Credential Evaluation Services, Inc. member organization. The completion of the B.S. Nursing will not qualify the nurse to sit for the licensure exam to become an RN in the United States. Nurses educated outside of the United States or Canada will be required to take ENG105 Beginning Writing as their first course.

Disclosure Information on Gainful Employment

- RN to Bachelor of Science Nursing:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=2>

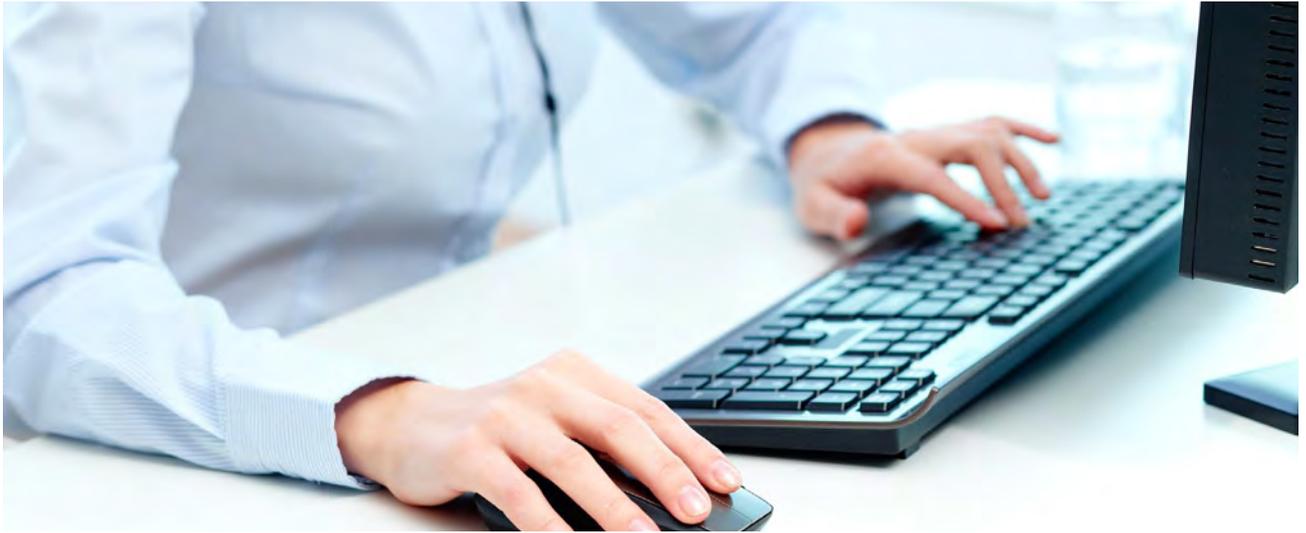
Master of Science Program (Non-Nursing) Requirements

To be considered for admission to any American Sentinel University non-nursing master's degree programs, applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments.
- ◇ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - To enroll in a graduate program at American Sentinel, a student must have a bachelor's degree with a minimum GPA of 2.0 (as shown on the degree transcript) from a college or university accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
 - To receive credits for courses or degrees from institutions outside of the U.S., Canada or U.S. territories, the student must have their academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. The certifying organization's report must be sent directly to American Sentinel. Depending on the program, if the student has a foreign degree he or she will need to request either a general or expanded report from the evaluator.
- ◇ If a student is utilizing federal financial aid to pay for all or part of his or her tuition, the student must submit official transcripts prior to acceptance.
- ◇ If a student is not utilizing federal financial aid, unofficial copies of transcripts may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Disclosure Information on Gainful Employment

- ◇ Master of Business Administration:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>
- ◇ Master of Business Administration Health Care:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=23>
- ◇ Master of Science Business Intelligence:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>



- Master of Science Computer Science:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=25>
- Master of Science Information Systems Management:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=26>
- Master of Health Care Informatics Program
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=34>

Registered Nurse to Master of Science Nursing Program Requirements

To be considered for admission to the American Sentinel University RN to MSN program, all applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments.

Applicants educated within the United States who hold a U.S. RN license must submit the following:

- ◇ A copy of their active and unencumbered U.S. RN license.
- ◇ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University. The applicant's nursing education must be from a hospital school of nursing or an associate degree nursing program accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following:

- ◇ A copy of their active and unencumbered U.S. RN license.
- ◇ An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education received is comparable to that received by a graduate of a U.S. nursing school.
- ◇ To receive transfer credits for courses from institutions outside the U.S., Canada or U.S. territories, a student's NACES or CGFNS evaluation will need to be a course-by-course report. The student must submit this report at the time of evaluation in order for the transfer credits to be considered.

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- ◇ A Validation of Licensure Report that shows evidence that the student is legally authorized to practice as a professional nurse in the geographical area in which he or she works. CGFNS is an agency that can provide documentation acceptable to American Sentinel University.
- ◇ An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education he or she received is comparable to that received by a graduate of a U.S. nursing school.
- ◇ To receive transfer credits for courses from institutions outside the United States, a student's NACES or CGFNS evaluation will need to be a course-by-course report. This report must be submitted at the time of evaluation in order

for the transfer credits to be considered.

Applicants must complete 18 baccalaureate-level nursing credit semester hours and 30 hours of general education courses (or transfer in those courses), maintaining a minimum GPA of 3.0 (on a 4.0 scale). Then, they must complete an additional 36 graduate nursing credit hours. Students who are not able to achieve a 3.0 in the nursing courses but maintain a 2.5 cumulative GPA will be allowed to complete the MSN program.

- ◇ If a student is utilizing federal financial aid for all or part of his or her tuition, the student must submit official transcripts (or official NACES or CGFNS report) prior to acceptance.
- ◇ If the student is not utilizing federal financial aid, unofficial copies of transcripts (or official NACES or CGFNS report) may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Disclosure Information on Gainful Employment

- ◇ RN to Master of Science Nursing:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=27>

Master of Science Nursing Program Requirements

To be considered for admission to the American Sentinel University MSN program, all applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments

Applicants educated within the United States who hold a U.S. RN license must submit the following:

- ◇ A copy of their active and unencumbered U.S. RN license.
- ◇ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University. An applicant's nursing education must be from a Bachelor of Science nursing degree program accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education and he or she must have earned a minimum GPA of 2.0 on a 4.0 scale.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following:

- ◇ A copy of their active and unencumbered U.S. RN license.
- ◇ An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education he or she received is comparable to that received by a graduate of a U.S. Bachelor of Science nursing program (and that the student received a minimum GPA of 2.0 on 4.0 scale).
- ◇ To receive transfer credits for courses from institutions outside the U.S., Canada or U.S. territories, the student's NACES or CGFNS evaluation will need to be a course-by-course report. The student must submit this report at the time of evaluation in order for the transfer credits to be considered. An official copy of the report or the transcripts will be required.

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- ◇ A Validation of Licensure Report that shows evidence that they are legally authorized to practice as a professional nurse in the geographical area in which they work. CGFNS is an agency that can provide documentation acceptable to American Sentinel University.
- ◇ An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education received is comparable to that received by a graduate of a U.S. Bachelor of Science nursing program (and that the student received a minimum GPA of 2.0 on 4.0 scale).
- ◇ To receive transfer credits for courses from institutions outside the United States, Canada or U.S. territories, the student's NACES or CGFNS evaluation will need to be a course-by-course report. They must submit this report at the time of evaluation in order for the transfer credits to be awarded. An official copy of the report or the transcripts will be required.
- ◇ If a student is utilizing federal financial aid to pay for all or part of his or her tuition and fees, the student must submit official transcripts (or official NACES or CGFNS report) prior to acceptance.
- ◇ If the student is not utilizing federal financial aid, unofficial copies of transcripts (or an official NACES or CGFNS report) may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such

official documents on time, he or she will be disallowed from starting future courses.

Disclosure Information on Gainful Employment

- Master of Science Nursing, Case Management specialization:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=17>
- Master of Science Nursing, Infection Prevention and Control specialization: <http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=18>
- Master of Science Nursing, Nursing Education specialization:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=19>
- Master of Science Nursing, Nursing Informatics specialization:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=20>
- Master of Science Nursing, Nursing Management and Organizational Leadership specialization:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=21>

Doctor of Nursing Practice Requirements

DNP Educational Leadership eligibility: A minimum of two years of experience in a leadership or faculty role in nursing education at a two-year or four-year college or university, hospital or health care organization within the last five years is required.

DNP Executive Leadership eligibility: A minimum of two years of full-time work experience in an executive nursing leadership role within the last five years is required.

Current employment requirements: Unemployed applicants must verify access to a suitable work environment (i.e. a health care facility) to complete classroom assignments.

To be considered for admission to an American Sentinel University doctoral degree program, all applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments.

Applicants educated within the United States who hold a U.S. RN license must submit the following:

- ◇ A copy of their active and unencumbered U.S. RN license.
- ◇ Official transcripts from an M.S. in nursing, M.A. in nursing or MSN degree program accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education with a minimum GPA of 2.5 on a 4.0 scale.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following:

- ◇ A copy of their active and unencumbered U.S. RN license.
- ◇ An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education they received is comparable to that received by a graduate of a U.S. M.S. in nursing, M.A. in nursing or MSN degree program (and that the student received a minimum GPA of 2.5 on 4.0 scale).

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- ◇ A Validation of Licensure Report that shows evidence that they are legally authorized to practice as a professional nurse in the geographical area in which they work. CGFNS is an agency that can provide documentation acceptable to American Sentinel University.
- ◇ An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization or the Commission on Graduates of Foreign Nursing Schools (CGFNS) stating that the nursing education received is comparable to that received by a graduate of a U.S. M.S. in nursing, M.A. in nursing or MSN degree program (and that the student received a minimum GPA of 2.5 on 4.0 scale).
- ◇ If the student is utilizing federal financial aid to pay for all or part of his or her tuition and fees, the student must submit official transcripts (or official NACES or CGFNS report) prior to acceptance.
- ◇ If the student is not utilizing federal financial aid, unofficial copies of transcripts (or an official NACES or CGFNS report) may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Infection Prevention and Control Certificate Requirements

Program eligibility: To be eligible for the Infection Prevention and Control Certificate, the applicant must have a bachelor's degree in a health care-related field (public health, nursing, dietetics, microbiology, etc.) and must have earned a minimum GPA of 2.0 on a 4.0 scale, as shown on the applicant's college transcript.

To be considered for admission to the American Sentinel University Infection Prevention and Control Certificate program, all applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments.
- ◇ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University. The applicant must hold a health care-related bachelor's degree from an institution accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education and must have earned a minimum 2.0 GPA on a 4.0 scale.

Note: Applicants cannot receive transfer credits for a certificate program, but will need to submit academic transcripts from any previous institution(s) attended as supporting evidence of eligibility for the program. Unofficial transcript copies may be submitted for purposes of evaluation and acceptance. However, official copies must be received by the Registrar's Office no later than the end of the first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Disclosure Information on Gainful Employment

- ◇ Infection Prevention and Control Certificate:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=31>

Geospatial Information Systems Graduate Certificate Requirements

Program eligibility: To be eligible for the Geospatial Information Systems Graduate Certificate, all applicants must have a bachelor's degree and must have earned a minimum GPA of 2.0, as shown on the applicant's college transcript.

To be considered for admission to the American Sentinel University Geospatial Information Systems Graduate Certificate program, all applicants must submit the following:

- ◇ A completed application.
- ◇ A résumé, curriculum vitae or list of professional accomplishments.
- ◇ Official transcripts from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel University.
 - The applicant must hold a bachelor's degree from an institution accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education and must have earned a minimum 2.0 GPA on a 4.0 scale. For institutions outside the United States, Canada or U.S. territories, students must have their academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. The certifying organization's reports must be sent directly to American Sentinel. Depending on the program, if the student has a foreign degree he or she will need to request either a general or expanded report from the evaluator.

Note: Unofficial copies may be submitted for purposes of evaluation and acceptance. Applicants cannot receive transfer credits for a certificate program, but will need to submit academic transcripts from any previous institution(s) attended as supporting evidence of eligibility for the program. However, official copies must be received by the Registrar's Office no later than the end of the student's first eight-week term. If the student fails to submit such official documents on time, he or she will be disallowed from starting future courses.

Disclosure Information on Gainful Employment

- ◇ Geospatial Information Systems Graduate Certificate:
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=33>

International Student Requirements

In addition to any specific degree requirements mentioned previously, applicants whose first language is not English and who have not earned an undergraduate degree from an institution where all courses were taught in English will need to provide one of the following when applying to American Sentinel University:

- ◇ A Test of English as a Foreign Language (TOEFL) score of at least 550 (written version) or 80 (iBT version).
- ◇ An International English Language Test (IELTS) score of at least 5.0 for undergraduates and 6.5 for graduates, or verification of certification in an English proficiency program.

GED Testing

All applicants must be high school graduates or hold the General Educational Development (GED) credential. The GED test can only be taken at an official testing center. There are thousands of testing centers worldwide. For more information, students can visit the American Council on Education website or find the GED center nearest them.

Application and the Admission Process

An American Sentinel admissions advisor assists every prospective student through each enrollment step, explaining what documents are needed to receive transfer credit for previous college work, professional certifications and/or credit for life and work experience.

To apply for a program, download an online application form at www.americansentinel.edu or contact the Admissions Office:

Phone: 1.866.922.5690 (toll free) or 303.991.1575 (outside U.S.)

Fax: 1.866.505.2450

Email: admissions@americansentinel.edu

An application form, cover letter and résumé may be submitted online or by fax or regular mail to:

American Sentinel University

2260 South Xanadu Way, Suite 310

Aurora, CO 80014

Fax: 1.866.505.2450

<http://applicant.americansentinel.edu/Application.aspx>

Student Orientation

All students are introduced to the online classroom and American Sentinel resources during a two-week, facilitated orientation course. In this interactive orientation course, students are given an opportunity to learn more about what it means to be a student at American Sentinel University and how to approach all courses. Orientation covers the following:

- ◇ How to navigate the online classroom (Moodle).
- ◇ How to register for courses, check grades and plan courses.
- ◇ Time management and weekly planning.
- ◇ Introduction to APA formatting.
- ◇ How to format and upload an assignment to Moodle.
- ◇ Tutorials on common computer skills.
- ◇ Using American Sentinel resources such as NetTutor, TurnItIn.com and MyCampus.
- ◇ How to contact advisors and professors.
- ◇ Course expectations.
- ◇ How to use the 24/7 virtual librarian service.

Students are guided through the academic catalog and other resources to better understand appeals and grievances and other academic issues and processes. They are given access to university forms for use with the registrar. At the end of orientation, each student works with their student success advisor to create a schedule for the remainder of their program.

GENERAL EDUCATION

General Education Mission

American Sentinel University's General Education curriculum promotes an integrative academic experience to support the acquisition of the abilities, skills, and knowledge-sets fundamental to life-long learning and the enhancement of professional and civic lives in our global society.

Student Learning Outcomes

Critical Thinking

The ability to recognize problems, judge evidence, analyze and produce arguments, and accurately identify valid inferences

Communication Competency

The ability to clearly and effectively communicate ideas and information to others in written, oral, and multimedia formats.

Knowledge Acquisition

The possession of content knowledge adequate for the performance of duties in one's field of study, the ability to engage responsibly as global citizens, as well as the ability to locate relevant and useful information related to a particular problem or topic and accurately judge its veracity and authenticity.

Global Civic Engagement

Students will acquire and apply the knowledge, skills and attitudes necessary to engage appropriately and effectively in the practice of promoting equality, justice, and the well-being of our global community.

American Sentinel's general education curriculum focuses on five key areas:

Communication Competency	6 credit hours
Humanities	6 credit hours
Behavioral and Social Sciences	6 credit hours
Science, Mathematics and Information Technology	6 credit hours
Global Civic Engagement	6 credit hours
Total General Education Requirements	30 credit hours

Note: Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information about their general education requirements. Students residing in the state of Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their general education requirements.



GENERAL EDUCATION
(30 credit hours)

Six credit hours* are required in each general education category. All students are required to take one history course and one mathematics course.

COURSES	Credit Hours*
OR100 Orientation	0
Written/Oral Communication (choose 6 credit hours)	
COM215 Public Speaking	3
COM240 Principles of Business Communications	3
COM412 Professional Communication	3
ENG105 Beginning Writing	3
ENG110 English Composition I	3
ENG210 English Composition II	3
Humanities (choose 6 credit hours, including one history course)	
HIS125 Western Civilization I	3
HIS225 Western Civilization II	3
PHIL101 Introduction to Philosophy	3
PHI320 Computer Ethics	3
PHI454 Business Ethics	3
Behavioral and Social Sciences (choose 6 credit hours)	
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
HIS226 U.S. History	3

POLS101 American Government	3
PSY140 Introduction to Psychology	3
SOC135 Introduction to Sociology	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 6 credit hours, including one mathematics course)	
BIO130 Introduction to Biology	3
BIO130 L Introduction to Biology Lab	1
CHEM101 General Chemistry	3
CHEM101 L General Chemistry Lab	1
IS101 Introduction to Computer Science	3
MA101 College Mathematics	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA215 Statistics	3
Global Awareness (choose 6 credit hours)	
ANTH101 Cultural Anthropology	3
ENV101 Introduction to Environmental Science	3
GEO200 Global Geography	3
NUTR101 Global Nutrition	3
PHI215 Philosophy of Religions	3
SOC220 Globalization	3

* Credit hours are equivalent to semester hours.

ASSOCIATE PROGRAM

Associate of Science Geographic Information Systems

The Associate of Science Geographic Information Systems prepares students to transfer into a four-year degree program in geographic information systems (GIS) or for entry-level positions as GIS technicians and users. American Sentinel's online GIS degree helps students build a strong foundation in cartography, GIS software and GIS concepts and techniques. Graduates of the A.S. Geographic Information Systems program will be prepared to take the ArcGIS Associate-level certification offered by ESRI. Graduates will be able to:

- ◇ Design maps to communicate information about spatial patterns.
- ◇ Interpret information from maps and other visual presentations of abstract geographic information.
- ◇ Acquire GIS data from a variety of sources.
- ◇ Utilize GIS software to store and manage spatial data.
- ◇ Design and implement GIS solutions for problems in a variety of fields.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=1>

Curriculum

To receive the A.S. Geographic Information Systems degree, a student must complete 30 general education credit hours and 30 credit hours in the major.

Students residing in the states of Arkansas and Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their General Education requirements.

GENERAL EDUCATION (30 credit hours)	
Six credit hours are required in each general education category shown. All students are required to take one history course and one mathematics course.	
COURSES	Credit Hours*
OR100 Orientation	0
<i>Written/Oral Communication (choose 6 credit hours)</i>	
COM215 Public Speaking	3
COM240 Principles of Business Communications	3
COM412 Professional Communication	3
ENG105 Beginning Writing	3
ENG110 English Composition I	3
ENG210 English Composition II	3
<i>Humanities (choose 6 credit hours, including one history course)</i>	
HIS125 Western Civilization I	3
HIS225 Western Civilization II	3
PHIL101 Introduction to Philosophy	3
PHI320 Computer Ethics**	3
PHI454 Business Ethics	3
<i>Behavioral and Social Sciences (choose 6 credit hours)</i>	
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3

HIS226 U.S. History	3
POLS101 American Government	3
PSY140 Introduction to Psychology	3
SOC135 Introduction to Sociology	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 6 credit hours, including one mathematics course)	
BIO130 Introduction to Biology	3
BIO130 L Introduction to Biology Lab	1
CHEM101 General Chemistry	3
CHEM101 L General Chemistry Lab	1
IS101 Introduction to Computer Science	3
MA101 College Mathematics	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA215 Statistics	3
Global Awareness (choose 6 credit hours)	
ANTH101 Cultural Anthropology	3
ENV101 Introduction to Environmental Science	3
GEO200 Global Geography	3
NUTR101 Global Nutrition	3
PHI215 Philosophy of Religions	3
SOC220 Globalization	3

REQUIRED COURSES (30 credit hours)	
CS105 Introduction to Computer Science	3
IS116 Introduction to Computer Programming	3
IS203 Database Applications	3
GIS120 Utilizing Google Earth and Google Maps for GIS	3
GIS211 Introduction to GIS	3
GIS215 Introduction to Geodatabases	3
GIS225 Principles of Cartography	3
GIS230 Introduction to GIS Business Applications	3
GIS240 Utilizing GIS for Humanbased Problem Solving	3
PHI320 Computer Ethics**	3

* Credit hours are equivalent to semester hours.

** Students in the A.S. GIS may not use PHI320 to fulfill their general education requirements since it is required in the major.

BACHELOR'S PROGRAMS

American Sentinel University offers bachelor's degree programs in a variety of disciplines. These degree programs provide a strong foundation for work in high-demand professional fields as well as a well-rounded general education in all of the fundamental academic disciplines: mathematics, physical sciences, social and behavioral sciences, the humanities, and written and oral communications.

American Sentinel offers the following bachelor's degree programs:

- ◇ RN to Bachelor of Science Nursing
- ◇ B.S. Geographic Information Systems

Students may fulfill the degree program requirements by completing courses at American Sentinel University and through earning transfer credits from other institutions, specific professional certifications, life and work experience, or through a combination of these. Learn more in the Transfer Credit Policies section of this catalog.

RN to Bachelor of Science Nursing

The Registered Nurse to Bachelor of Science Nursing (RN to BSN) is an accredited program ideal for nurses who would like to expand their knowledge base, have increased job security and enjoy greater career mobility. In today's health care landscape, there is a growing recognition that nurses need more education to be fully functioning members of a health care team that contributes to the improvement of patient care and patient outcomes. Increasingly, nurses are expected to advance their education to meet current health care reform initiatives and strengthen the nursing workforce.

American Sentinel's RN to BSN program is accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791 and is based on the Colorado Nursing Articulation Model, a statewide agreement that permits RNs who are graduates of hospital schools of nursing or who have associate degrees accredited by agencies recognized by the Council for Higher Education Accreditation or the U.S. Department of Education to articulate to a RN to BSN program. Under this model, applicants receive block transfer credit for their original nursing education without evaluation of specific nursing courses or testing in nursing content areas. Students entering the RN to BSN program with a diploma in nursing or an associate degree in nursing plus an unencumbered RN license will automatically be awarded 60 credit hours for their U.S. license and original nursing curriculum, including foundational courses.

RN to BSN Program Learning Outcomes

- ◇ Assume leadership roles on multidisciplinary teams within health care organizations.
- ◇ Enhance professional nursing practice through the use of research and evidence-based practice.
- ◇ Integrate methods of research and scholarship to make and prioritize diagnoses.
- ◇ Design care for individuals, groups and communities.
- ◇ Incorporate methods of health promotion and education in nursing care of individuals, families and groups with simple to complex health care needs.
- ◇ Accept accountability and responsibility for professional judgment and actions.
- ◇ Integrate professional values and role behaviors.
- ◇ Examine the problems of contemporary health and illness.
- ◇ Demonstrate the role of the global citizen.
- ◇ Collaborate with other groups to shape health policies that affect both individual and community health.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=2>

Curriculum

The RN to BSN program is based on the Colorado Nursing Articulation Model. Nursing students will be awarded 60 credit

hours for their U.S. RN license and original nursing curriculum, including foundational courses, from an associate degree in nursing or a diploma in nursing. A total of 120 credit hours are required to complete the BSN.

Nurses educated outside of the United States will be required to take ENG105 Beginning Writing as their first course.

Students residing in the states of Arkansas or Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their general education requirements.

GENERAL EDUCATION (30 credit hours)	
Six credit hours are required in each general education category shown. All students are required to take one history course and one mathematics course.	
COURSES	Credit Hours*
OR100 Orientation	0
Written/Oral Communication (choose 6 credit hours)	
COM215 Public Speaking	3
COM240 Principles of Business Communications	3
COM412 Professional Communication	3
ENG105 Beginning Writing	3
ENG110 English Composition I	3
ENG210 English Composition II	3
Humanities (choose 6 credit hours, including one history course)	
HIS125 Western Civilization I	3
HIS225 Western Civilization II	3
PHIL101 Introduction to Philosophy	3
PHI320 Computer Ethics	3
PHI454 Business Ethics	3
Behavioral and Social Sciences (choose 6 credit hours)	
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
HIS226 U.S. History	3
POLS101 American Government	3
PSY140 Introduction to Psychology	3
SOC135 Introduction to Sociology	3
SOC250 Technology and Society	3
Mathematics (6 credit hours)	
MA101 College Mathematics	3
MA215 Statistics	3
Global Awareness (choose 6 credit hours)	
ANTH101 Cultural Anthropology	3
ENV101 Introduction to Environmental Science	3
GEO200 Global Geography	3
NUTR101 Global Nutrition	3
PHI215 Philosophy of Religions	3
SOC220 Globalization	3

REQUIRED COURSES (30 credit hours) (For students who enrolled AFTER 1/1/2014)		Credit Hours*
BSN 405 Reflective Practice, Issues, and Trends	3	
BSN 410 Health Care Delivery and Quality Outcomes	3	
BSN 415PE Nursing Management Strategies	3	
BSN 421 Leadership and Strategic Planning	3	

BSN 422 Nursing Research	3
BSN 432PE Community Health	3
BSN 436 Developing Nursing Practice	3
BSN 437PE Health Assessment	3
BSN 440 Case Management	3
BSN 499 Capstone Project	3

<i>REQUIRED COURSES (30 credit hours) (For students who enrolled BEFORE 1/1/2014)</i>	Credit Hours*
BSN 405 Reflective Practice, Issues, and Trends	3
BSN 410 Health Care Delivery and Quality Outcomes	3
BSN 415 Nursing Management Strategies	3
BSN 421 Leadership and Strategic Planning	3
BSN 422 Nursing Research	3
BSN 432 Community Health	3
BSN 436 Developing Nursing Practice	3
BSN 437 Health Assessment	3
BSN 440 Case Management	3
BSN 499 Capstone Project	3

* Credit hours are equivalent to semester hours.

RN to BSN Practice Experiences

The BSN program includes required practice experiences (PEs), providing an opportunity for students to apply concepts and demonstrate bachelor's level competencies in real-world or simulated settings. Practice experiences are to be completed in designated courses and are embedded in targeted assignments throughout the curriculum. Please refer to the area in the catalog referring to practice learning experiences for more details.

RN to BSN Progression

The standard of performance required for undergraduate nursing programs is C+ (77%) or higher in all nursing courses. Students who earn a grade of less than C+ in any nursing course must repeat the course and earn at least a C+ in order to complete the program of study. If a student's GPA falls below 2.0 he or she may be placed on academic probation.

Bachelor of Science Geographic Information Systems

The Bachelor of Science Geographic Information Systems prepares students to use and develop databases containing spatial data. American Sentinel's GIS degree helps students learn to interpret and visualize spatial data to uncover patterns, trends and relationships. The GIS degree is ideal for problem-solvers who enjoy learning new technologies and applying them to business—especially those who like the idea of working with software that visualizes data as opposed to simply reporting data in numbers and charts. Graduates of the B.S. Geographic Information Systems program will be prepared to sit for the ArcGIS Associate-level certification offered by ESRI.

Graduates of the B.S. Geographic Information Systems program will be able to:

- ◇ Design maps and interpret information from a variety of visual presentations of abstract geographic information.
- ◇ Store and manage spatial data and create solutions using GIS software.
- ◇ Demonstrate fundamental skills with SQL and mapping applications.
- ◇ Apply the concepts of GIS project management.
- ◇ Decide between open-source and commercial software based on the project requirements.
- ◇ Integrate remote sensing and GPS techniques to the GIS process.
- ◇ Develop and utilize geodatabases to store and manage spatial data and create solutions using GIS software.
- ◇ Use publicly available data for geospatial analysis to solve human-based problems.
- ◇ Identify and analyze ethical issues surrounding the use of GIS data.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=3>

Curriculum

To receive the B.S. Geographic Information Systems degree, a student must complete 30 general education credit hours, 69 credit hours in the major and 21 elective credit hours.

Students residing in the states of Arkansas or Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their general education requirements.

GENERAL EDUCATION (30 credit hours)	
Six credit hours are required in each general education category shown. All students are required to take one history course and one mathematics course.	
COURSES	Credit Hours*
OR100 Orientation	0
Written/Oral Communication (choose 6 credit hours)	
COM215 Public Speaking	3
COM240 Principles of Business Communications	3
COM412 Professional Communication	3
ENG105 Beginning Writing	3
ENG110 English Composition I	3
ENG210 English Composition II	3
Humanities (choose 6 credit hours, including one history course)	
HIS125 Western Civilization I	3
HIS225 Western Civilization II	3
PHIL101 Introduction to Philosophy	3
PHI320 Computer Ethics**	3
PHI454 Business Ethics	3
Behavioral and Social Sciences (choose 6 credit hours)	
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
HIS226 U.S. History	3
POLS101 American Government	3
PSY140 Introduction to Psychology	3
SOC135 Introduction to Sociology	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 6 credit hours, including one mathematics course)	
BIO130 Introduction to Biology	3
BIO130 L Introduction to Biology Lab	1
CHEM101 General Chemistry	3
CHEM101 L General Chemistry Lab	1
IS101 Introduction to Computer Science	3
MA101 College Mathematics	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA215 Statistics	3
Global Awareness (choose 6 credit hours)	
ANTH101 Cultural Anthropology	3

ENV101 Introduction to Environmental Science	3
GEO200 Global Geography	3
NUTR101 Global Nutrition	3
PHI215 Philosophy of Religions	3
SOC220 Globalization	3

REQUIRED COURSES
(69 credit hours)

CS105 Introduction to Computer Science	3
IS116 Introduction to Computer Programming	3
IS203 Database Applications	3
PHI320 Computer Ethics	3
IS326 Introduction to Database Systems	3
IS376 Advanced Database Systems	3
IS308 Introduction to Information Systems	3
MIS350 Information Technology Project Management	3
WEB301 Web Design I	3
GIS120 Utilizing Google Earth and Google Maps for GIS	3
GIS215 Introduction to Geodatabases	3
GIS230 Introduction to GIS Business Applications	3
GIS240 Utilizing GIS for Human-Based Problem Solving	3
GIS211 Introduction to GIS	3
GIS225 Principles of Cartography	3
GIS 300 Environmental Modeling	3
GIS330 GPS Applied to GIS	3
GIS350 Data Acquisition	3
GIS360 GIS in Practice	3
GIS400 Open Sources for GIS	3
GIS315 Remote Sensing of the Environment	3
GIS420 Relational Databases for GIS	3
GIS499 Senior GIS Capstone Project	3

ELECTIVE COURSES
(21 credit hours)

Choose 21 credit hours of electives from the following courses (other courses may be taken by dean approval):

MGT 360 Business and Society	3
BUS420 Leadership in a Changing Environment	3
BUS454 Ethical Decision-Making for Business	3
WEB306 Web Design II	3
WEB316 Enhancing Web Pages with JavaScript	3
WEB320 Service Side Web Programming Using ASP.NET	3
WEB400 XML Applications Development	3
WEB440 Database and Dynamic Web Design	3
CS130 Fundamentals of Programming	3
CS205 Intermediate Programming	3
CS360 Java Programming	3
CS380 C# Programming	3

* Credit hours are equivalent to semester hours.

** Students in the B.S. GIS may not use PHI320 to fulfill their general education requirements since it is required in the major.

MASTER'S PROGRAMS

American Sentinel University's graduate degree programs combine the flexibility of online learning with the best of traditional college education: experienced faculty, frequent faculty-student interaction, connections with fellow students and relevant, meaningful content. American Sentinel University's students have significant work experience and seek to enhance their existing careers.

American Sentinel University offers the following graduate degree programs:

- ◇ Master of Business Administration
- ◇ Master of Business Administration Health Care
- ◇ RN to Master of Science Nursing
- ◇ Master of Science Nursing
- ◇ Master of Science Business Intelligence
- ◇ Master of Science Computer Science
- ◇ Master of Science Information Systems Management
- ◇ Master of Geospatial Information Systems
- ◇ Master of Health Care Informatics

Master of Business Administration (MBA)

The MBA program is designed for working professionals who are seeking to develop their business and leadership skills. The MBA teaches students to evaluate and apply a firm's resources and core competencies to its business environment, match its resources to the long-term mission and vision of the organization, and integrate business processes to gain a competitive advantage. A bachelor's degree is required for admission into the MBA program.

Graduates of the MBA program will be able to:

- ◇ Assume roles as leaders in contemporary global business operations.
- ◇ Effectively manage team performance in diverse organizational environments.
- ◇ Use theoretical knowledge and contemporary research for evidence-based decision-making.
- ◇ Lead others in the acceptance of accountability, responsibility and stewardship for an organization's action and judgments.
- ◇ Develop an awareness of organizational and personal values and ethics and their impact on organizational decision-making.
- ◇ Demonstrate a working knowledge of management, business law, human capital management, organizational leadership, quantitative reasoning, economics, accounting, operations management, corporate finance, marketing and strategic planning.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>

Curriculum

To receive the MBA degree, a student must complete 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill MBA course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

REQUIRED COURSES (27 credit hours)		Credit Hours*
MBA500 Introduction to the MBA		3
MBA510 Business Simulations		3
ECN540 Managerial Economics		3
ACC510 Financial and Managerial Accounting		3
MGT510 Organizational Behavior		3
FIN500 Corporate Finance		3
MKT530 Marketing Management		3
STR570 Introduction to Strategic Management		3
MBA599 Capstone Seminar Presentation		3
ELECTIVE COURSES (choose 9 credit hours)		Credit Hours*
GIS500 Geospatial Principles and Practices		3
GIS550 GIS Applications in Health and Human Services		3
GIS560 GIS Applications in Business		3
GIS570 GIS Applications in Government		3
MGT520 IT for Business Management		3
MGT550 Human Resource Management		3
MGT580 Strategies for Change		3
BUSI500 Overview of Business Intelligence		3
BUSI530 Business Performance Management		3

* Credit hours are equivalent to semester hours.

Master of Business Administration Health Care

The MBA Health Care is designed for professionals seeking to lead in a rapidly growing and changing industry. The program is adapted to teach the MBA curriculum as it applies to the health care sector. Students will learn the skills required for senior managerial positions in health care and how to apply business fundamentals to the health care industry. A bachelor's degree is required for admission into the MBA Health Care program.

Graduates of the MBA Health Care will be able to:

- ◇ Assume roles as leaders and collaborators with other professionals and communities in planning, providing and improving health care services and systems.
- ◇ Effectively manage the performance of health care professionals in diverse organizational environments.
- ◇ Integrate multiple functional and professional perspectives to create innovative solutions to complex problems.
- ◇ Use theoretical knowledge and contemporary research for evidence-based decision-making.
- ◇ Lead others in the acceptance of accountability, responsibility and stewardship for an organization's action and judgments.
- ◇ Address the legal, regulatory and ethical challenges of the health care industry.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=23>

Curriculum

To receive the MBA Health Care degree, a student must complete 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill MBA Health Care course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

REQUIRED COURSES (36 credit hours)	Credit Hours*
ACC510 Financial and Managerial Accounting	3
HCA520 Modern Organizations and Health Care	3
N525 Human Resource Management	3
HCA525 Statistics for Health Care Administration	3
HCA538 Health Care Information Resources Management	3
HCA515 Health Care Marketing	3
HCA560 Performance Improvement in Health Care	3
HCA510 Health Services Management	3
HCA530 Health Care Financial Management	3
HCA542 Health Care Strategic Management	3
HCA550 Risk Management for Health Care Organizations	3
HCA599 Health Care Management Capstone	3

* Credit hours are equivalent to semester hours.

Registered Nurse to Master of Science Nursing Program (RN to MSN)

In the ever-changing environment of today's health care landscape, there is a growing recognition that nurses need more education to be fully functioning members of a health care team so they can contribute to the improvement of patient care outcomes. Increasingly, nurses are expected to advance their education to meet current health care reform initiatives and strengthen the nursing workforce. Many nurse leaders consider that the minimum entry for nursing practice should be the baccalaureate degree, and many assume that the educational requirements may become even more rigorous. The RN to MSN program is designed for experienced RNs without bachelor's degrees who wish to obtain high-quality MSN degrees in a timely manner. The program is programmatically accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791.

In 2009, American Sentinel voluntarily adopted the competencies defined by the Quality and Safety Education for Nurses (QSEN) project (funded by the Robert Wood Johnson Foundation) as an integral part of all of its online nursing degree programs. Those six competencies are:

- ◇ Patient-centered care
- ◇ Teamwork and collaboration
- ◇ Evidence-based practice
- ◇ Quality improvement
- ◇ Informatics
- ◇ Safety

American Sentinel is one of a few nursing programs in the country to enhance its nursing curriculum by adopting the QSEN model. American Sentinel's curriculum prepares nurses to improve the quality and safety of patient care and the health care organizations in which they work.

RN to MSN Progression Policy

For the undergraduate nursing courses, the standard of performance required is C+ (77%) or higher in all nursing courses. Students who earn a grade of less than C+ in any nursing course must repeat the course and earn at least a C+ in order to complete the program of study. For the MSN courses, the standard of performance required is B (83%) or higher in all nursing courses. Students who earn a grade of less than B in any nursing course must repeat the course and earn at least a B in order to complete the program of study.

RN to MSN Undergraduate Courses (18 credit hours)

In the RN to MSN program, students first complete 18 credits of baccalaureate-level nursing courses in which they must earn a 3.0 GPA on a 4.0 scale to be allowed to continue with the MSN courses. Those courses include:

- BSN415PE Nursing Management Strategies
- BSN421 Leadership and Strategic Planning

- BSN422 Nursing Research
- BSN432PE Community Health
- BSN437PE Health Assessment
- BSN499 Capstone Project

MSN Core Courses (18 credit hours)

In the MSN portion of the RN to MSN program, students take all of the MSN core courses:

- N501 Advanced Practice Role Development - *Students enrolled before 1/1/14 would take N500 Health Care Systems*
- N505PE Theoretical Foundations
- N512 Advanced Pathophysiology - *Students enrolled before 1/1/14 would take N510 Diverse Populations and Health Care*
- N515PE Research Design
- N521 Advanced Pharmacology - *Students enrolled before 1/1/14 would take N520 Introduction to Modern Organizations and Health Care*
- N522PE Advanced Physical Assessment - *Students enrolled before 1/1/14 would take N550 Legal and Ethical Issues in Health Care Management*

MSN Specializations

After completing the core MSN courses, students select one of five specializations and complete the specialization courses:

Nursing Management and Organizational Leadership Specialization (18 credit hours)

- N525PE Human Resources Management
- N530PE Leadership in Health Care organizations
- N535PE Health Care Informatics
- N540PE Health Care Finance and Economics
- N545PE Health Care Strategic Management and Planning
- N555PE Strategic Capstone Seminar

Case Management Specialization (18 credit hours)

- N508PE Clinical and Administrative Systems
- N541 Concepts of Case Management
- N542 Process of Case Management
- N543PE Case Management and Evidence Based Practice
- N544PE Introduction to Life Care Planning
- N555CPE Case Management Capstone

Nursing Education Specialization (18 credit hours)

- N531PE Curriculum Design and Learning Outcomes
- N532PE Teaching to Diverse Learning Styles
- N533PE Assessment of Learning
- N534PE Distance Education
- N537PE Organizational Dynamics of Higher Education
- N555EPE Education Capstone

Nursing Informatics Specialization (18 credit hours)

- N508PE Clinical and Administrative Systems

N535PE	Health Care Informatics
BUSI510	Data Mining
IS550	Project and Change Management
IS555	Information Security and Privacy in Health Care Environments
N555IPE	Informatics Capstone

Infection Prevention and Control Specialization (18 credit hours)

EPI500	Principles of Epidemiology
BIO501	Identification of the Infectious Disease Process
N570PE	Infection Prevention and Control
N571PE	Design of a Surveillance System
N572PE	Collection and Interpretation of Surveillance Data
N555ICPE	Infection Control Capstone

The standard of performance required for graduate nursing programs is B (83%) or higher in all nursing courses. Students who earn a grade of less than B in any nursing course must repeat the course and earn at least a B in order to complete the program of study. Students must maintain an overall GPA of 3.0.

The RN to MSN option is a total of 54 credits. The expected length of the program is approximately two and one-half to three years and the maximum amount of time allowed from enrollment to completion is five years. The expected progression and sequencing of the courses in the RN to MSN Informatics specialization is depicted in the following table. Courses in a particular cluster must be taken and passed successfully before the next cluster's courses can be attempted.

Note: Students may take courses in any order within each level of cluster. Students complete courses as sequenced in Cluster 1, Cluster 2, Cluster 3 and so on. Students taking two courses may take one course to complete a cluster and a second course from the following cluster.

Progression and sequencing for the other specializations are found in the ensuing section on the MSN Program.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=27>

REQUIRED COURSES & SEQUENCING FOR THE RN TO MSN NURSING INFORMATICS SPECIALIZATION <i>(For students who enrolled BEFORE 1/1/2014)</i>		Credit Hours*
Cluster 1		
BSN415 Nursing Management Strategies		3
Cluster 2		
BSN421 Leadership and Strategic Planning		3
BSN422 Nursing Research		3
BSN432 Community Health		3
BSN437 Health Assessment		3
Cluster 3		
BSN499 Capstone Project		3
Cluster 4		
N501 Advance Practice Role Development		3
Cluster 5		
N505 Theoretical Foundations		3
N510 Diverse Populations and Health Care		3
N515 Research Design		3
N520 Introduction to Modern Organizations and Health Care		3
N550 Legal and Ethical Issues in Health Care Management		3

Cluster 6	
N535 Health Care Informatics	3
Cluster 7	
N508 Clinical and Administrative Systems	3
BUS1510 Data Mining	3
Cluster 8	
IS550 Project and Change Management	3
IS555 Information Security and Privacy in Health Care Economics	3
Cluster 9	
N555I Informatics Capstone	3

REQUIRED COURSES & SEQUENCING FOR THE RN TO MSN NURSING INFORMATICS SPECIALIZATION <i>(For students who enrolled AFTER 1/1/2014)</i>		Credit Hours*
Cluster 1		
BSN415PE Nursing Management Strategies		3
Cluster 2		
BSN421PE Leadership and Strategic Planning		3
BSN422 Nursing Research		3
BSN432PE Community Health		3
BSN437PE Health Assessment		3
Cluster 3		
BSN499 Capstone Project		3
Cluster 4		
N501 Advanced Practice Role Development		3
Cluster 5		
N505PE Theoretical Foundations		3
N512 Advanced Pathophysiology		3
N515PE Research Design		3
N521 Advanced Pharmacology		3
N522PE Advanced Physical Assessment		3
Cluster 6		
N535PE Health Care Informatics		3
Cluster 7		
N508PE Clinical and Administrative Systems		3
BUS1510 Data Mining		3
Cluster 8		
IS550 Project and Change Management		3
IS555 Information Security and Privacy in Health Care Economics		3
Cluster 9		
N555IPE Informatics Capstone		3

* Credit hours are equivalent to semester hours.

Master of Science Nursing Program

As today's health care landscape evolves, there is a growing recognition that nurses need more education to be fully functioning members of a health care team so they can contribute to the improvement of patient care outcomes. Increasingly, nurses are expected to advance their education to meet current health care reform initiatives and strengthen the nursing workforce. Many nurse leaders consider that the minimum entry for nursing practice should be the baccalaureate degree, and that the minimum entry for nursing leaders is the graduate degree with a specialty focus. Many nurse leaders are certain that the educational requirements may become even more rigorous. Clearly there is a need for

graduate-level educated nurses who will assist, guide, mentor and encourage other nurses to strengthen the profession. The MSN is designed for Registered Nurses with bachelor's degrees in nursing who wish to obtain high-quality MSN degrees in a timely manner. Students choose from one of five specializations:

- ◇ Nursing Management and Organizational Leadership – Prepares staff nurses to assume a broader executive role in nursing management within a health care organization's administration.
- ◇ Case Management – Prepares students to assume managerial positions in health care systems, insurance and health maintenance organizations and specialty case management agencies.
- ◇ Nursing Education – Develops experienced nurses into educators within clinical environments or within traditional and non-traditional schools offering nursing training and degree programs.
- ◇ Nursing Informatics – Develops nurses' expertise in clinical and administrative systems, data management and data mining to improve patient care delivery and information systems project management.
- ◇ Infection Prevention and Control – Prepares experienced nurses to create programs and monitor critical infection control indicators in health care delivery systems.

Graduates of the MSN program will be able to:

- ◇ Assume roles as leaders and collaborators with other professionals and communities in planning, providing and evaluating health care.
- ◇ Enhance professional nursing practice through research and evidence-based practice.
- ◇ Use theoretical knowledge to guide advanced practice nursing.
- ◇ Conduct advanced practice research and leverage insights.
- ◇ Create new nursing models that expand the role of citizens in global society.
- ◇ Evaluate health policies and economics.

Curriculum

The curriculum of the MSN portion of the program is based on concepts of leadership, contemporary issues in health care and application of learning to the student's current or future nursing practice. Students study how to improve health care, create quality patient outcomes and foster strategic change in the health care delivery system. Embedded in the American Sentinel University nursing curriculum is an emphasis on quality of care and the provision of safe patient care, as guided by nursing-sensitive indicators and QSEN concepts including patient-centered care, teamwork and collaboration, evidence-based practice, quality improvement, nursing informatics and safety. American Sentinel's curriculum prepares nurses to improve patient care and the health care organizations in which they work.

The MSN portion of the program also embeds the American Association of Colleges of Nursing (AACN) *The Essentials of Master's Education in Nursing* throughout the curriculum. *The Essentials* address recommendations from the Institute of Medicine and other key stakeholders to assimilate the core knowledge required of all health care professionals.

Concepts from the *Essentials* that are emphasized in the American Sentinel University MSN curriculum include science and the humanities, leadership, quality and safety improvements, scholarship, informatics, health policy, collaboration, population health concerns and preventative health care. The nine *Essentials* describe the outcomes expected of graduates from a nursing master's program. Achievement of these outcomes prepares graduates to assume the nursing roles of provider of care, designer/manager/coordinator of care, and member of a profession. The program also prepares graduates to pursue further graduate education if they choose.

Each week of course work has specific topics, learning outcomes, readings, practicum experiences and other activities. Often, there is a weekly assignment in addition to robust online class discussions. The more students participate in the discussions, the richer the learning experience. Each course has specific deliverables through which the student demonstrates mastery of the course learning outcomes. Many assignments are designed so that students may apply new knowledge to their current or future nursing practice thus enhancing the link between theory and practice.

MSN Practice Experiences

The MSN program includes 400 hours of required practice experiences, providing an opportunity for students to apply concepts and demonstrate master's-level competencies in real-world or simulated settings. Practice experiences are to be completed as assigned in each course and are embedded in targeted assignments throughout the curriculum. Students may complete any of several suggested activities that relate to the overall course objectives and course assignments/projects, or students may complete activities of their own choosing that fulfill course objectives and/or assignments/projects criteria and are approved by the faculty of record. All practice experiences are graded as pass/fail and are intended to

enhance students' learning experiences. Please refer to the American Sentinel University Nursing Programs Practice Experiences Guide for specific policies and procedures.

MSN Credit Hours, Progression and Sequencing

In the MSN program, students complete 36 graduate credits in nursing: 18 core graduate nursing credits and 18 credits in a specialty area. The approximate length of the program is two years and the maximum amount of time allowed from enrollment to completion is four years. Each credit is equal to 45 hours. American Sentinel University defines one credit hour as 15 actual hours of student engagement in the online classroom and an additional 15-45 hours of student course engagement through readings, homework and out-of-class work. For each three-credit hour course, students are expected to participate in in-class (online) student engagement for at least 45 hours and complete 45-120 hours of work outside the classroom.

The standard of performance required for graduate nursing programs is B (83%) or higher in all nursing courses. Students who earn a grade of less than B in any nursing course must repeat the course and earn at least a B in order to complete the program of study. Students must maintain an overall GPA of 3.0.

The expected progression and sequencing of the courses in each MSN program specialization are depicted in the following tables. Courses in a particular cluster must be taken and passed successfully before the next cluster's courses can be attempted. Students may take courses in any order within each level of cluster. Students complete courses as sequenced in Level 1, Level 2, and Level 3. Students taking two courses may take one course to complete a cluster and a second course from the following cluster.

MSN Core Courses (18 credit hours) - Students who enrolled **before** 1/1/14 would take these core courses:

- N500 Health Care Systems
- N505 Theoretical Foundations
- N510 Diverse Populations and Health Care
- N515 Research Design
- N520 Introduction to Modern Organizations and Health Care
- N550 Legal and Ethical Issues in Health Care Management

MSN Core Courses (18 credit hours) - Students who enrolled **after** 1/1/14 would take these core courses:

- N501 Advanced Practice Role Development
- N505PE Theoretical Foundations
- N512 Advanced Pathophysiology
- N515PE Research Design
- N521 Advanced Pharmacology
- N522PE Advanced Physical Assessment

Nursing Management and Organizational Leadership Specialization (18 credit hours)

The nursing management and organizational leadership specialization is designed for experienced professionals seeking to develop their nursing leadership skills. This specialization prepares students to advance their leadership and management abilities and work toward the achievement of optimal health in the dynamic health care system. Through case studies and hands-on course work, nurses examine the various human resource challenges facing an organization as well as the dynamic nature of the strategic planning and management processes. Courses cover long-range planning, including budgeting, analyzing, reporting and developing a capital budget. Students are prepared for careers in nursing administration and health information management where they will manage resources, collaborate with a variety of other professionals and apply technology, information systems and critical thinking to their jobs.

Graduates of the MSN, nursing management and organizational leadership specialization, will be able to:

- ◇ Propose new organizational structures and policies to address organizational issues.
- ◇ Develop strategic, operational and financial planning documents.
- ◇ Interpret labor laws and union bargaining agreements to plan for human resource initiatives.
- ◇ Adapt leadership theory to personal leadership style.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=21>

Nursing Management and Organizational Leadership Courses:

N525PE	Human Resources Management
N530PE	Leadership in Health Care organizations
N535PE	Health Care Informatics
N540PE	Health Care Finance and Economics
N545PE	Health Care Strategic Management and Planning
N555PE	Strategic Capstone Seminar

Curriculum

Completion of the MSN, nursing management and organizational leadership specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES AND SEQUENCING FOR THE MSN NURSING MANAGEMENT AND ORGANIZATIONAL LEADERSHIP SPECIALIZATION <i>(For students who enrolled BEFORE 1/1/2014)</i>		Credit Hours*
Cluster 1		
N500 Health Care Systems		3
Cluster 2		
N505 Theoretical Foundations		3
N510 Diverse Populations and Health Care		3
N515 Research Design		3
N520 Introduction to Modern Organizations and Health Care		3
N550 Legal and Ethical Issues in Health Care Management		3
Cluster 3		
N530 Leadership in Health Care Organizations		3
Cluster 4		
N525 Human Resource Management		3
N535 Health Care Informatics		3
N540 Health Care Finance and Economics		3
Cluster 5		
N545 Health Care Strategic Management and Planning		3
Cluster 6		
N555 Management and Organizational Leadership Capstone		3

REQUIRED COURSES AND SEQUENCING FOR THE MSN NURSING MANAGEMENT AND ORGANIZATIONAL LEADERSHIP SPECIALIZATION <i>(For students who enrolled AFTER 1/1/2014)</i>		Credit Hours*
Cluster 1		
N501 Advanced Practice Role Development		3
Cluster 2		
N505PE Theoretical Foundations		3
N512 Advanced Pathophysiology		3
N515PE Research Design		3
N521 Advanced Pharmacology		3
N522PE Advanced Physical Assessment		3

Cluster 3	
N530PE Leadership in Health Care Organizations	3
Cluster 4	
N525PE Human Resource Management	3
N535PE Health Care Informatics	3
N540PE Health Care Finance and Economics	3
Cluster 5	
N545PE Health Care Strategic Management and Planning	3
Cluster 6	
N555PE Management and Organizational Leadership Capstone	3

* Credit hours are equivalent to semester hours.

Case Management Specialization (18 credit hours)

With the growing complexities and costs of health care in the United States, the demand for nurses prepared as case managers is accelerating dramatically. Case management is the collaborative process of assessment, planning, facilitation and advocacy of patients' options and services. Case management jobs are available in hospitals, skilled nursing facilities, outpatient and rehabilitation centers, and in home health care.

The American Sentinel MSN, case management specialization, prepares students to be professional nurse case managers responsible for the advocacy of improving clinical outcomes. This is accomplished by effectively balancing efficiency, patient satisfaction and the cost of delivery. The program is ideal for nurses who want to start their own case management businesses. The specialization teaches nurses to deliver personalized services to patients to improve their care and focuses on understanding patient referrals, planning and delivery of care, evaluation of patient results, and the evaluation of overall program effectiveness.

The specialization builds upon the standards of the Case Management Society of America core curriculum, with additional emphasis on distance client management using technology. Professors introduce students to the process of life care planning.

Graduates of the MSN, case management specialization, will be able to:

- ◇ Analyze the role of nurse case management within an interdisciplinary team.
- ◇ Adhere to the nursing process, which includes theories of quality improvement, patient outcomes and client plan development.
- ◇ Identify patient care innovations, collect data about patient outcomes and evaluate outcomes for continued care or revisions of care.
- ◇ Analyze the financial and ethical aspects of patient care in various settings.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=17>

Case Management Specialization Courses

N508PE	Clinical and Administrative Systems
N541	Concepts of Case Management
N542	Process of Case Management
N543PE	Case Management and Evidence Based Practice
N544PE	Introduction to Life Care Planning
N555CPE	Case Management Capstone

Curriculum

Completion of the MSN, case management specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES AND SEQUENCING FOR THE MSN CASE MANAGEMENT SPECIALIZATION <i>(For students who enrolled BEFORE 1/1/2014)</i>		Credit Hours*
Cluster 1		
N500 Health Care Systems		3
Cluster 2		
N505 Theoretical Foundations		3
N510 Diverse Populations and Health Care		3
N515 Research Design		3
N520 Introduction to Modern Organizations and Health Care		3
N550 Legal and Ethical Issues in Health Care Management		3
Cluster 3		
N541 Concepts of Case Management		3
Cluster 4		
N542 Process of Case Management		3
Cluster 5		
N543 Case Management and Evidence Based Practice		3
Cluster 6		
N544 Introduction to Life Care Planning		3
N508 Clinical and Administrative Systems		3
Cluster 7		
N555C Case Management Capstone		3

REQUIRED COURSES AND SEQUENCING FOR THE MSN CASE MANAGEMENT SPECIALIZATION <i>(For students who enrolled AFTER 1/1/2014)</i>		Credit Hours*
Cluster 1		
N501 Advanced Practice Role Development		3
Cluster 2		
N505PE Theoretical Foundations		3
N512 Advanced Pathophysiology		3
N515PE Research Design		3
N521 Advanced Pharmacology		3
N522PE Advanced Physical Assessment		3
Cluster 3		
N541 Concepts of Case Management		3
Cluster 4		
N542 Process of Case Management		3
Cluster 5		
N543PE Case Management and Evidence Based Practice		3
Cluster 6		
N544PE Introduction to Life Care Planning		3
N508PE Clinical and Administrative Systems		3
Cluster 7		
N555CPE Case Management Capstone		3

* Credit hours are equivalent to semester hours.

MSN Nursing Education Specialization (18 credit hours)

The American Sentinel MSN, nursing education online specialization, is designed for experienced nurses who wish to pursue educator roles within a clinical environment or become faculty members at traditional or nontraditional schools of

nursing. The specialization emphasizes curriculum development, teaching various learning styles and teaching via distance technology.

Graduates of the MSN, nursing education specialization, will be able to:

- ◇ Design curriculum and develop guidelines for curriculum development, implementation and evaluation.
- ◇ Evaluate emerging trends in technology and computer-assisted educational programs.
- ◇ Develop assessment and performance evaluations of individual students.
- ◇ Develop a plan for evaluating program effectiveness in an academic or institutional setting.
- ◇ Analyze problem-based nursing education and clinical-based competency assessments.
- ◇ Analyze standards for national and regional accreditation and for specific health specialties.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=19>

Nursing Education Specialization Courses

N531PE	Curriculum Design and Learning Outcomes
N532PE	Teaching to Diverse Learning Styles
N533PE	Assessment of Learning
N534PE	Distance Education
N537PE	Organizational Dynamics of Higher Education
N555EPE	Education Capstone

Curriculum

Completion of the MSN, nursing education specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

<i>REQUIRED COURSES AND SEQUENCING FOR THE MSN NURSING EDUCATION SPECIALIZATION (For students who enrolled BEFORE 1/1/2014)</i>		Credit Hours*
Cluster 1		
N500 Health Care Systems		3
Cluster 2		
N505 Theoretical Foundations		3
N510 Diverse Populations and Health Care		3
N515 Research Design		3
N520 Introduction to Modern Organizations and Health Care		3
N550 Legal and Ethical Issues in Health Care Management		3
Cluster 3		
N532 Teaching to Diverse Learning Styles		3
Cluster 4		
N534 Distance Education		3
N537 Organizational Dynamics of Higher Education		3
Cluster 5		
N531 Curriculum Design and Learning Outcomes		3
N533 Assessment of Learning		3
Cluster 6		
N555E Education Capstone		3

* Credit hours are equivalent to semester hours.

REQUIRED COURSES AND SEQUENCING FOR THE MSN NURSING EDUCATION SPECIALIZATION <i>(For students who enrolled AFTER 1/1/2014)</i>		Credit Hours*
Cluster 1		
N501 Advanced Practice Role Development		3
Cluster 2		
N505PE Theoretical Foundations		3
N512 Advanced Pathophysiology		3
N515PE Research Design		3
N521 Advanced Pharmacology		3
N522PE Advanced Physical Assessment		3
Cluster 3		
N532PE Teaching to Diverse Learning Styles		3
Cluster 4		
N534PE Distance Education		3
N537PE Organizational Dynamics of Higher Education		3
Cluster 5		
N531PE Curriculum Design and Learning Outcomes		3
N533PE Assessment of Learning		3
Cluster 6		
N555EPE Education Capstone		3

* Credit hours are equivalent to semester hours.

MSN, Nursing Informatics Specialization (18 credit hours)

The American Sentinel MSN, nursing informatics specialization, prepares experienced nurses to manage health information systems critical to the mission of health care delivery systems. Nurses will develop expertise in clinical and administrative systems, data management and data mining for improved patient care, and information systems project management. The specialization emphasizes understanding the infrastructure necessary to improve nursing practice while safeguarding the security and privacy of data. Graduates will be prepared to assume critical roles managing health information systems in ambulatory, acute and long-term care settings, as well as in the public health environment.

Graduates of the MSN program, nursing informatics specialization, will be able to:

- ◇ Utilize health care informatics in health care agencies and institutions.
- ◇ Evaluate the tools that acquire, process and report clinical and financial information.
- ◇ Demonstrate data mining skills using algorithms and other analytical methods that identify key business processes and target opportunities in patient safety.
- ◇ Develop a detailed project management plan for evaluating, contracting and implementing new technologies in health care organizations.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=20>

Nursing Informatics Specialization Courses

N508PE	Clinical and Administrative Systems
N535PE	Health Care Informatics
BUSI510	Data Mining
IS550	Project and Change Management
IS555	Information Security and Privacy in Health Care Environments
N555IPE	Informatics Capstone



Curriculum

Completion of the MSN, nursing informatics specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

<i>REQUIRED COURSES AND SEQUENCING FOR THE MSN NURSING INFORMATICS SPECIALIZATION (For students who enrolled BEFORE 1/1/2014)</i>		Credit Hours*
Cluster 1		
N500 Health Care Systems		3
Cluster 2		
N505 Theoretical Foundations		3
N510 Diverse Populations and Health Care		3
N515 Research Design		3
N520 Introduction to Modern Organizations and Health Care		3
N550 Legal and Ethical Issues in Health Care Management		3
Cluster 3		
N535 Health Care Informatics		3
Cluster 4		
N508 Clinical and Administrative Systems		3
BUS1510 Data Mining		3
Cluster 5		
IS550 Project and Change Management		3
IS555 Information Security and Privacy in Health Care Economics		3
Cluster 6		
N555I Informatics Capstone		3

<i>REQUIRED COURSES AND SEQUENCING FOR THE MSN NURSING INFORMATICS SPECIALIZATION (For students who enrolled AFTER 1/1/2014)</i>		Credit Hours*
Cluster 1		
N501 Advanced Practice Role Development		3
Cluster 2		

N505PE Theoretical Foundations	3
N512 Advanced Pathophysiology	3
N515PE Research Design	3
N521 Advanced Pharmacology	3
N522PE Advanced Physical Assessment	3
Cluster 3	
N535PE Health Care Informatics	3
Cluster 4	
N508PE Clinical and Administrative Systems	3
BUS1510 Data Mining	3
Cluster 5	
IS550 Project and Change Management	3
IS555 Information Security and Privacy in Health Care Economics	3
Cluster 6	
N555IPE Informatics Capstone	3

* Credit hours are equivalent to semester hours.

MSN, Infection Prevention and Control Specialization (18 credit hours)

The American Sentinel MSN, infection prevention and control specialization, teaches experienced nurses to create programs and monitor critical infection control indicators in health care delivery systems. Students will develop expertise in epidemiology, data management and data mining that improves patient care and develops infection prevention and control policies for ensuring patient safety. The specialization emphasizes understanding the infrastructure necessary to improve nursing practice while safeguarding the security and privacy of data. Graduates will be prepared to assume critical roles managing health risk and safety systems in ambulatory, acute and long-term care settings, as well as in the public health environment.

American Sentinel's MSN, infection prevention and control specialization, was created using guidelines from the Certification Board for Infection Control and Epidemiology and the Quality and Safety Education for Nurses guidelines sponsored by the Robert Wood Johnson Foundation.

Graduates of the MSN, infection prevention and control specialization, will be able to:

- ◇ Apply principles of epidemiology to environmental risk assessment.
- ◇ Develop a comprehensive infection prevention and control program.
- ◇ Create infection prevention and control guidelines.
- ◇ Design a surveillance system.
- ◇ Analyze and interpret infection control data.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=18>

Infection Prevention and Control Specialization Courses

EPI500	Principles of Epidemiology
BIO501	Identification of the Infectious Disease Process
N570PE	Infection Prevention and Control
N571PE	Design of a Surveillance System
N572PE	Collection and Interpretation of Surveillance Data
N555ICPE	Infection Control Capstone

Curriculum

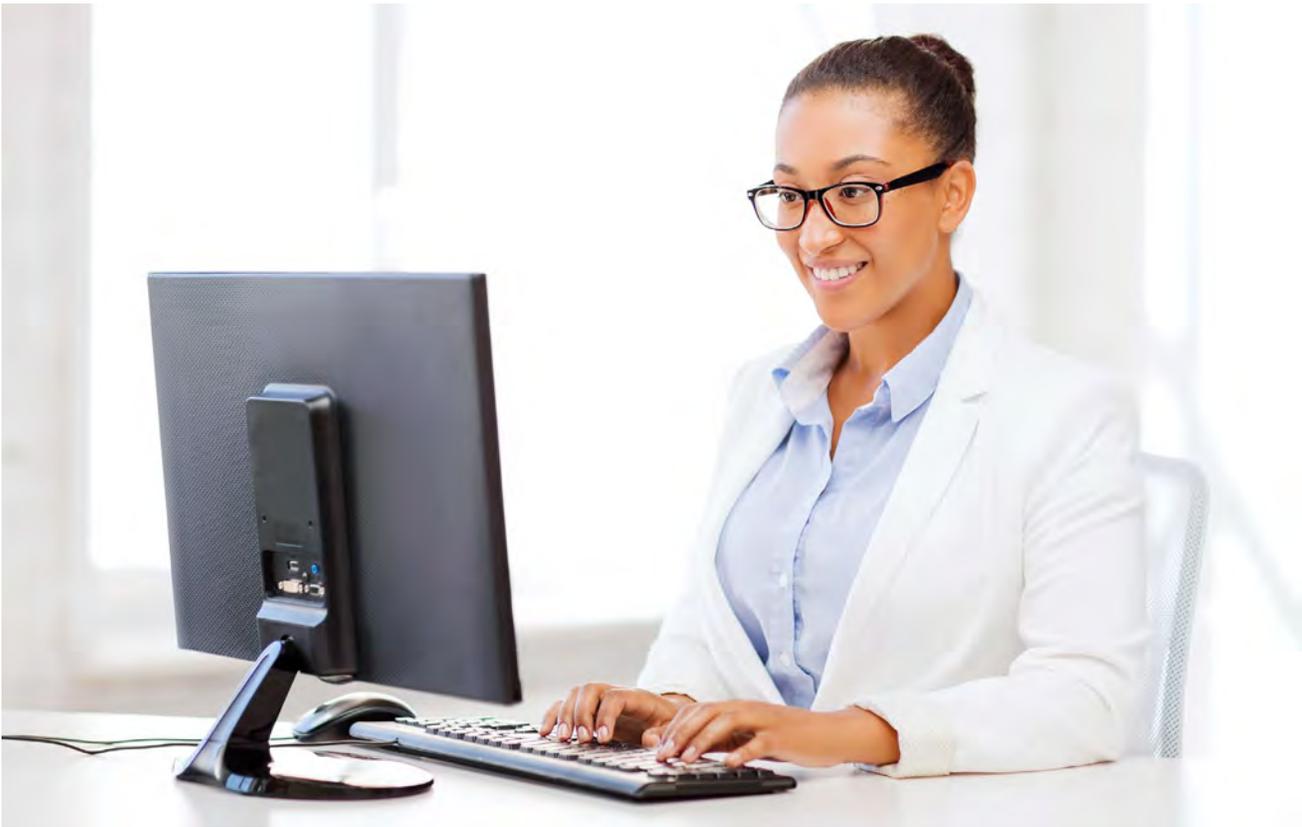
Completion of the MSN, infection prevention and control specialization, requires 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

REQUIRED COURSES AND SEQUENCING FOR THE MSN NURSING INFECTION PREVENTION AND CONTROL SPECIALIZATION <i>(For students who enrolled BEFORE 1/1/2014)</i>		Credit Hours
Cluster 1		
N500 Health Care Systems		3
Cluster 2		
N505 Theoretical Foundations		3
N510 Diverse Populations and Health Care		3
N515 Research Design		3
N520 Introduction to Modern Organizations and Health Care		3
N550 Legal and Ethical Issues in Health Care Management		3
Cluster 3		
BIO501 Identification of the Infectious Disease Process		3
Cluster 4		
EPI500 Principles of Epidemiology		3
N570 Infection Prevention and Control		3
Cluster 5		
N571 Design of a Surveillance System		3
Cluster 6		
N572 Collection and Interpretation of Surveillance Data		3
Cluster 7		
N555IC Infection Control Capstone		3

REQUIRED COURSES & SEQUENCING FOR THE MSN NURSING INFECTION PREVENTION AND CONTROL SPECIALIZATION <i>(For students who enrolled AFTER 1/1/2014)</i>		Credit Hours
Cluster 1		
N501 Advanced Practice Role Development		3
Cluster 2		
N505PE Theoretical Foundations		3
N512 Advanced Pathophysiology		3
N515PE Research Design		3
N521 Advanced Pharmacology		3
N522PE Advanced Physical Assessment		3
Cluster 3		
BIO501 Identification of the Infectious Disease Process		3
Cluster 4		
EPI500 Principles of Epidemiology		3
N570PE Infection Prevention and Control		3
Cluster 5		
N571PE Design of a Surveillance System		3
Cluster 6		
N572PE Collection and Interpretation of Surveillance Data		3
Cluster 7		
N555ICPE Infection Control Capstone		3

MSN Completion Policy

Each MSN specialization within the MSN program consists of 12 three-credit-hour courses (for a total of 36 credits), allowing for progression and graduation from the program over a two-year period with a full-time course of study (one



course per term). If students attend half time, they will take approximately one course every other term, allowing completion in five years, which is the maximum time allowed to complete the program. Students who have not successfully completed all the requirements for graduation in four years will be administratively withdrawn from the program and required to reapply and repeat any courses that are more than four years old before they can graduate from the MSN program.

MSN Program Learning Outcomes Mapped to University Principles

<i>University Principles</i>	<i>MSN Program Learning Outcomes</i>
Leadership	Assume roles as leaders and collaborators with other professionals and communities in planning, providing and evaluating health care.
Scholarship	Enhance professional nursing practice through research and evidence-based practice. Use theoretical knowledge to guide advanced practice nursing. Conduct advanced practice research and leverage insights.
Accountability	Evaluate health policies and economics.
Citizenship	Create new nursing models that expand the role of citizens in global society.

Master of Science Business Intelligence

American Sentinel’s M.S. Business Intelligence degree prepares professionals to use business intelligence to make strategic decisions, identify opportunities to improve processes, improve operations and more. The program teaches students to quantify business operations and use data to understand and improve them. A bachelor’s degree is required for admission into the M.S. Business Intelligence program.

Graduates of the Master of Science Business Intelligence will be able to:

- ◇ Assume roles as leaders in contemporary business operations.
- ◇ Use theoretical knowledge and contemporary research to guide organizational leadership.
- ◇ Provide application recommendations for the functional areas of business intelligence.
- ◇ Apply sound analytical skills and business principles to operational and strategic decision-making.



- ◇ Develop sound financial planning, reporting and information models that satisfy regulations such as Sarbanes-Oxley.
- ◇ Create corporate dashboards utilizing key performance indicators that employees can use to improve day-to-day business operations.
- ◇ Use frameworks such as Six Sigma to analyze all aspects of business operations and find and implement quality-control improvements and efficiencies.
- ◇ Develop policies and procedures that minimize the impact of business interruptions.
- ◇ Incorporate ethical principles into business strategies and project management.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=22>

Curriculum

To receive the M.S. Business Intelligence degree, a student must complete 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant’s background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill M.S. Business Intelligence course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

<i>REQUIRED COURSES</i> (36 credit hours)	Credit Hours*
BUSI500 Overview of Business Intelligence	3
BUSI510 Data Mining	3
BUSI520 Balanced Scorecards and Performance Dashboards	3
BUSI530 Business Performance Management	3
BUSI540 Customer Relationship Management	3
BUSI550 Business Intelligence Tools	3

IS515 Database Systems Management	3
MGT540 Strategic Management of Technology and Innovation	3
IS550 Project and Change Management	3
IS565 Decision Support and Intelligent Systems	3
IS575 Data Warehousing	3
BUSI599 Business Intelligence Capstone Project	3

* Credit hours are equivalent to semester hours.

Master of Science Computer Science

The Master of Science Computer Science is ideal for students interested in building on their programming abilities to develop a more theoretical understanding of programming languages. The program prepares students to apply technology to real-world systems and problems. Students gain knowledge about algorithms, machine architecture, complex programming and software design applied in the health care environment.

Graduates of the M.S. Computer Science program will be able to:

- ◇ Select appropriate analytical computation techniques, operating systems and programming languages for specific development requirements and constraints commonly used in health care systems.
- ◇ Apply appropriate software engineering, data processing, networking and security concepts in programming solutions for one or more of the following application areas: big data, cloud computing, and mobile applications.
- ◇ Identify a problem in a health care system, synthesize computer science literature relevant to this problem, critically analyze possible solutions, and clearly communicate a technology-based solution to this problem.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=25>

Curriculum

To receive the M.S. Computer Science degree, a student must complete 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

M.S. Computer Science students must have computer science or other IT related background to include programming to enter the program.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill M.S. Computer Science course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

REQUIRED CORE COURSES (8 courses, 24 credits)		Credit Hours*
CS501 Concepts of Computer Programming Languages		3
CS502 Algorithm Design and Data Structures		3
CS515 Computing in Health Care and Informatics		3
CS521 Computer Architecture		3
CS531 Concepts of Operating Systems		3
CS551 Concepts of Database Systems		3
CS571 Concepts of Software Engineering		3
CS699 Capstone		3
ELECTIVE COURSES (4 courses, 12 credits)		Credit Hours*
Courses associated with Big Data:		
CS540 Introduction to Big Data Management		3
CS542 Methods for Data Analysis		3
CS640 Learning from Data		3

Courses associated with Cloud Computing:	
CS550 Introduction to Cloud Computing	3
CS555 Service-Oriented Distributed Computing	3
CS650 Social Networks and Cloud Computing	3
Courses associated with Mobile:	
CS565 Wireless and Mobile Systems	3
CS665 Programming Mobile Systems	3
CS666 Advanced Mobile Systems	3
Other elective courses:	
CS503 System Programming	3
CS504 Object-Oriented Analysis, Design, and Programming Methods	3
CS511 Advanced Concepts of Computer Programming Languages	3
CS541 Concepts of Communication Networks	3
CS561 Concepts of Artificial Intelligence	3
HCI508 Clinical and Administrative Systems	3

* Credit hours are equivalent to semester hours.

Master of Science Information Systems Management

The Master of Science Information Systems Management teaches students the skills needed to integrate an organization's information systems with its strategic goals. Information systems encompass not only the technology of an organization, but also the people, hardware, software, communication devices and network resources that process data and information. The degree produces information systems professionals capable of successfully leading health care systems projects.

Graduates of the M.S. Information Systems Management program will be able to:

- ◇ Apply advanced information systems tools, techniques and methodologies to solve and prevent problems in health care organizations.
- ◇ Incorporate ethical principles into business strategies and project management.
- ◇ Manage health care information systems development projects from inception to conclusion.
- ◇ Identify future strategic initiatives for a health care organization's information systems/IT function.
- ◇ Identify health care system opportunities and problems, critically analyze possible solutions, synthesize information system concepts and tools relevant to these topics, and clearly communicate a recommended system specification.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

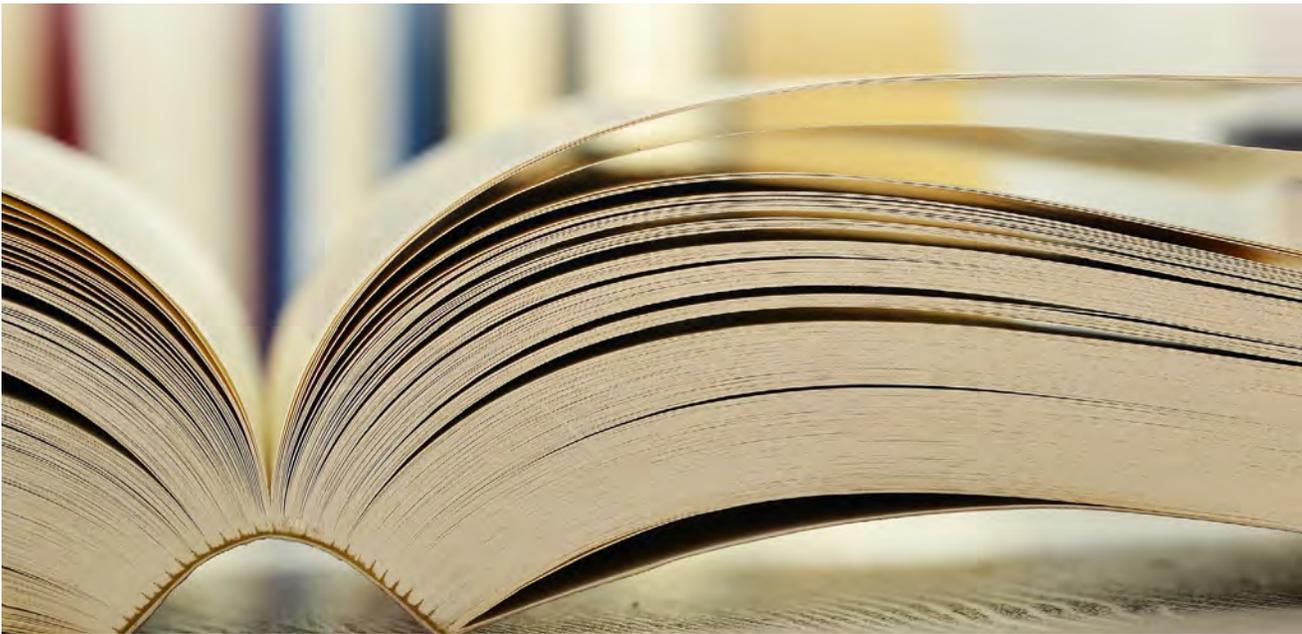
<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=26>

Curriculum

To receive the M.S. Information Systems Management degree, a student must complete 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study.

Undergraduate prerequisite courses may be required depending on an applicant's background. The number of courses will be determined upon transcript evaluation during the admissions process. Prerequisite courses cannot be used to fulfill M.S. Information Systems Management course requirements and must be completed before beginning the program. Talk to an advisor about required prerequisite courses.

REQUIRED COURSES (36 credit hours)	Credit Hours*
IS515 Database Systems Management	3
IS525 Data Communications and Networking	3
IS530 Organizational System Metrics	3
IS535 Systems Analysis, Design, and Implementation	3
IS541 Organizational Behavior for Technology Professionals	3



IS545 IT Governance and Compliance	3
IS550 Project and Change Management	3
IS560 Health Care Information Systems	3
IS565 Decision Support and Intelligent Systems	3
IS590 Strategic Information Systems Management	3
IS595 Special Topics in Information Systems	3
IS599 Capstone	3

* Credit hours are equivalent to semester hours.

Master of Geospatial Information Systems

The Master of Geospatial Information Systems program gives working professionals the skills and knowledge necessary to incorporate and effectively use geospatial strategies in the workplace. Geospatial strategies are those that integrate visual, spatial, temporal, social and contextual information in a manner that allows individuals and organizations to more effectively understand and solve complex problems. From politics to business, from health care to the environment, the development and implementation of a comprehensive geospatial strategy is becoming essential within every industry.

Graduates of the Master of Geospatial Information Systems program will be able to:

- ◇ Develop an understanding of geospatial principles and practices.
- ◇ Develop a working knowledge of ArcGIS and other GIS-related tools used in developing and implementing geospatial strategies.
- ◇ Collect, store, access and use geospatial data across multiple disciplines.
- ◇ Develop an enterprise level geospatial strategy.
- ◇ Understand the ethical and legal issues associated with the use of geospatial data.
- ◇ Understand similarities and differences in geospatial strategies between specific disciplines.
- ◇ Design, develop and complete a GIS project.
- ◇ Present geospatial information in a clear and professional manner.
- ◇ Complete an eFolio as evidence of academic achievement.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment:

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=32>

Curriculum

To receive the Master of Geospatial Information Systems, a student must complete 36 credit hours. The degree offers two tracks to choose from (a course track and a project track). In both tracks, students are required to complete the five core courses (GIS500, GIS510, GIS515, GIS520 and GIS525) prior to taking electives. After completion of the 15-hour core program, students may select either the course-track or project-track option.

Prior to beginning the Master of Geospatial Information Systems program, students are required to have a bachelor's degree from a university or college. Students enrolled in the program will be required to complete the five core courses (GIS500, GIS510, GIS515, GIS520 and GIS525) prior to taking any electives. GIS500 and GIS510 are prerequisites for all other courses in the program and may be taken concurrently.

REQUIRED COURSES (36 credit hours)	
Core Courses (15 credit hours)	
COURSES	Credit Hours*
GIS500 GIS Principles and Practice	3
GIS510 Geospatial Practicum Using ArcGIS	3
GIS515 Geospatial Data	3
GIS520 Developing an Enterprise Level Geospatial Strategy	3
GIS525 GIS Accuracy, Ethics, and the Law	3
Elective/Project Courses (7 courses – 21 credit hours) Course track students will choose six elective courses + one project course. Project track students will choose four elective courses + three project courses.	
GIS530 Web-based Application and Resources for Geospatial Analysis	3
GIS540 Emerging Topics, Trends and Technologies in Geospatial Analysis	3
GIS550 GIS Applications in Health and Human Services	3
GIS560 GIS Applications in Business	3
GIS570 GIS Applications in Government	3
GIS580 GIS Applications in Defense, Intelligence and Public Safety	3
GIS590 GIS Applications in Environment and Natural Resources	3
GIS600 Geospatial Project Overview (required for both tracks)	3
GIS601 Design and Development of a Geospatial Project (project track only)	3
GIS602 Geospatial Project and Presentation (project track only)	3

* Credit hours are equivalent to semester hours.

Master of Health Care Informatics

The Master of Health Care Informatics is designed for professionals seeking the skills and knowledge necessary to develop and manage information systems resources in health care enterprises. Students will acquire the skills needed to manage and aggregate data, analyze information needs and design presentation and visualizations for end users and decision-makers.

Graduates of the Master of Health Care Informatics will be able to:

- ◇ Assess, implement and use analytical information systems tools, techniques and methodologies applicable to the health care environment.
- ◇ Manage health care data and information systems development projects that meet health administration, medical, patient and related needs.
- ◇ Develop analysis, reporting and support capabilities for strategic, tactical and operational needs and decisions.
- ◇ Ensure data and information policy and strategy is consistent with the clinical, ethical, legal, regulatory and financial requirements of health care institutions.
- ◇ Evaluate all aspects of the health care environment and integrate strategic thinking into the operations of the organization, including understanding roles of informatics team members and resources.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=34>

Curriculum

To receive the Master of Health Care Informatics, a student must complete 36 credit hours. Students may be eligible to transfer up to 18 credit hours from previous graduate study. Talk with an admissions advisor to learn more about the transcript evaluation process.

REQUIRED CORE COURSES (8 courses, 24 credits)		Credit Hours*
HCI500 Introduction to the Health Care Industry		3
HCI508 Clinical and Administrative Systems		3
HCI515 Data Management		3
HCI535 Health Care Informatics		3
HCI520 Data Analytics and Use of Analytical Tools		3
HCI555 Information Security and Privacy in Healthcare		3
IS550 Project and Change Management		3
HCI599 Health Care Informatics Capstone		3
ELECTIVES (Select 4 courses, 12 credit hours)		Credit Hours*
HCI Category		
HCI530 Emerging Informatics Technologies and Trends		3
HCI534 Health Care Legal and Ethical Issues		3
HCA538 Health Care Information Resources Management		3
HCI540 Health Care Finance and Economics		3
HCI545 Health Care Strategic Management and Planning		3
HCI550 Risk Management for Health Care Organizations		3
GIS Category		
GIS500 Geospatial Principles and Practice		3
GIS510 Geospatial Practicum Using ArcGIS		3
GIS550 Applications in Health and Human Services		3
BI Category		
BUSI500 Overview of Business Intelligence		3
BUSI510 Data Mining		3
BUSI550 Business Intelligence Tools		3
MBA Category		
FIN500 Corporate Finance		3
ECN540 Managerial Economics		3
STR570 Introduction to Strategic Management		3
IT Category		
IS515 Data Management		3
IS525 Data Communications and Networking		3
IS535 Systems Analysis, Design, and Implementation		3
IS565 Decision Support & Intelligent Systems		3

* Credit hours are equivalent to semester hours.

DOCTORAL PROGRAMS

American Sentinel University offers two doctoral programs for nurse leaders seeking a practice-focused degree that will gain them the credibility, management skills and industry knowledge they need in today's rapidly changing health care environment. The Doctor of Nursing Practice (DNP) programs offer the flexibility of online learning, are taught by experienced faculty with significant nursing leadership and educational experience, and attract a nationwide representation of students.

American Sentinel developed the DNP student learning outcomes to align with the Quality and Safety Education for Nurses' (QSEN) Graduate Level Competencies for Knowledge, Skills, and Attitudes, and the National League for Nursing's (NLN) Graduate Competencies for the Practice Doctorate. Highlights of the QSEN competencies include the emphasis on patient-centered care through collaboration and data use that examine quality and safety concerns in the health care environment and in nursing educational settings. Highlights of the NLN competencies include the emphasis on human flourishing within students' organizational cultures, promotion of nursing judgment through examination of common practice and educational situations, and encouragement of development of professional identity and pride in the nursing profession and of a spirit of inquiry related to the advancement of the profession and its knowledge base.

In addition, the American Association of Colleges of Nursing's *The Essentials of Doctoral Education for the Advanced Practice Nurse* (2006) was used to guide and strengthen the curricular content and the overall suggested practice hours (1,000 post-baccalaureate practice hours). Highlights include curricular content that addresses the scientific underpinnings of learning, organizational and systems leadership, evidence-based practice, information technology, health policy and advocacy, collaboration, health promotion and preventative measures, and the previously mentioned practice hours.

As articulated in the *Essentials* "Practice focused doctoral programs are designed to prepare experts in specialized advanced nursing practice. They focus heavily on practice that is innovative and evidence-based, reflecting the application of credible research findings" (2006, p. 3). American Sentinel's doctoral programs are designed to facilitate the individual growth of the nursing professional in order to strengthen the design and delivery of health care to individuals, families, and communities. This focus on practice leadership will, in turn, expand the role of nurse leaders in nursing education, health policy, health informatics, and health services research.

These programs employ an active learning model that assumes the learner's active involvement in the learning process is essential to good practice. Adults learn best when bridges are built between new knowledge and the learner's experience. The curriculum builds upon experiences and practices that encourage reflection and application and are based on the recognition that a learner's experience provides a context through which new meanings are constructed from new information. In American Sentinel University DNP courses, students' past and current experiences are interwoven with subject matter in class discussions and in assignments and projects. Faculty members serve as facilitators of the learning process. Students are able to apply what is learned immediately into their work environment.

Doctor of Nursing Practice (DNP) Executive Leadership

The Doctor of Nursing Practice Executive Leadership is designed to foster the advanced practice of nursing leadership within a complex, highly computerized health system. The program is open to nursing managers and executives who have at least two years of management or leadership experience that has been obtained within the last five years. Applicants must hold an active and unencumbered U.S. RN license and an MSN degree from a regionally or nationally accredited institution. Foreign students must hold a comparable degree or equivalent from a recognized institution. No GRE or other placement testing is required.

The DNP Executive Leadership is 42 credits, in alignment with other regionally accredited DNP programs, and the expected length of the program is two years. Each course is three credits. American Sentinel University defines one credit hour as 15 actual hours of student engagement in the online classroom and an additional 15-45 hours of student course engagement through readings, homework and out-of-class work. For each three-credit-hour course, students are expected to participate in in-class (online) student engagement for at least 45 hours and complete 45-120 hours of work outside the classroom.

Residencies

The program combines two seven-day on-site residencies in Aurora, Colorado, at the beginning of years one and two, embedded within an eight-week online class format. All other courses are offered completely online in eight-week terms. The seven-day immersion experience allows students to build rapport with students in their cohorts and gives them access to various faculty members who support the development of their capstone practice project. Each residency incorporates two intensive three-credit courses. Students must refrain from participating in outside activities during the two residencies. Time should be devoted to attending classes and studying. Class attendance is mandatory. If students are unable to attend the residency classes, they will not be allowed to continue in the program. If students are unable to complete the residency classes, they will receive a "W" and must retake the classes for credit in the residency environment.

With the exception of the two residencies, students take one course at a time, thus allowing students to be employed full time. The online classes are asynchronous and may be accessed at any time. There are participation requirements as specified in the Academic Catalog and the course syllabi.

Schedule

Each week of the term has specific topics, learning outcomes, readings, practicum experiences and other activities. Often, there is a weekly assignment in addition to robust online class discussions. The more students participate in the discussions, the richer the learning experience. Each course has specific deliverables through which the student demonstrates mastery of the course learning outcomes. These assignments are developed in a way that allows students to apply new knowledge directly to their work experience, thus enhancing the link between theory and practice.

Capstone

The DNP Executive Leadership requires a dissertation quality, evidence-based capstone project. The subject area is determined by the student in consultation with the Capstone Committee chair and must meet the academic standards of the university. All research is subject to the review and supervision of the American Sentinel University Institutional Review Board. See the DNP Student Capstone Project Guide for information about the DNP capstone project requirements.

DNP Practice Experiences

The DNP Executive Leadership includes 600 hours of required practice experiences, providing an opportunity for students to apply concepts and demonstrate master's-level competencies in real-world or simulated settings. Practice experiences are to be completed as assigned in each course and are embedded into assignments throughout the program. Students may complete any of several suggested activities that relate to the overall course objectives and course assignments/projects, or students may seek faculty approval to complete activities that fulfill the course objectives and/or assignments/projects criteria. All practice experiences are graded as pass/fail and are intended to enhance the student's learning experiences. Please refer to the American Sentinel University Nursing Programs Practice Experiences Guide for specific policies and procedures.

DNP Progression and Graduation Policy

The Doctor of Nursing Practice Executive Leadership consists of 14 three-credit-hour courses (a total of 42 credits), allowing for progression and graduation from the program over a two-year period with a full-time course of study (one course per term). If students attend half time, they take approximately one course every other term, allowing completion in four years, which is the maximum time allowed to complete the program. Students who have not successfully completed all the requirements for graduation in four years will be administratively withdrawn from the program and required to reapply and repeat any courses that are more than four years old before they can earn the DNP at American Sentinel University.

The standard of performance required for graduate nursing programs is B (83%) or higher in all nursing courses. Students who earn a grade of less than B in any nursing course must repeat the course and earn at least a B in order to complete the program of study. Students must maintain an overall GPA of 3.0.

DNP Executive Leadership Curriculum

The Doctor of Nursing Practice Executive Leadership curriculum prepares master's-educated nurses for leadership roles in the health care system. The program develops five key competencies: leadership, business intelligence, finance, health policy and health services research. Students examine legislative policy issues and economics, build critical thinking skills and develop into more marketable leaders. The DNP Executive Leadership program is ideal for executives and managers who currently hold or intend to pursue leadership positions in their careers.

DNP Executive Leadership Courses

COURSES (For students who enrolled BEFORE 1/1/2014)		Credit Hours*
N700 Leadership: Setting the Example**		3
N740 Capstone Project I**		3
N705 Health Policy		3
BUSI700 Business Intelligence		3
N715 Quality Management Techniques		3
N720 Health Care Finance		3
N725 Health Services Research		3
N765 Capstone Project II**		3
HCA725 Statistics for Health Care Administrators**		3
MA700 Advanced Statistics		3
N745 Strategic Leadership		3
N735 Contemporary Use of Health Information Technology		3
N770 Capstone Project III		3
N760 Strategic Planning		3
Total Hours of Doctorate Courses		42

COURSES (For students who enrolled AFTER 1/1/2014)		Credit Hours*
N700PE Leadership: Setting the Example**		3
N740PE Capstone Project I**		3
N705PE Health Policy		3
BUSI700PE Business Intelligence		3
N715PE Quality Management Techniques		3
N720PE Health Care Finance		3
N725PE Health Services Research		3
N765PE Capstone Project II**		3
HCA725 Statistics for Health Care Administrators**		3
MA700 Advanced Statistics		3
N745PE Strategic Leadership		3
N735PE Contemporary Use of Health Information Technology		3
N770PE Capstone Project III		3
N760PE Strategic Planning		3
Total Hours of Doctorate Courses		42

* Credit hours are equivalent to semester hours.

* Residency course

DNP Executive Leadership Learning Outcomes

- ◇ Lead complex organizations through strategic decision-making and change implementation.
- ◇ Assume roles as leaders and collaborators with other professionals and communities in planning, providing and evaluating health care.
- ◇ Create new models to explain, predict and improve the performance of organizations.
- ◇ Enhance professional nursing practice through the generation of research and evidence-based practice.
- ◇ Utilize health information technology to analyze meaningful data that informs leadership.
- ◇ Utilize theoretical knowledge, data and best-practice research to create strategic plans for organizational change.

- ◇ Collaborate with others in research activities and utilize knowledge gained to create improved models of care and organizational performance.
- ◇ Lead other nursing professionals in the acceptance of accountability and responsibility for their own professional judgment and actions.
- ◇ Create new models for nursing in a global society.
- ◇ Develop health policy that considers environmental, social justice, consumer and other issues.

DNP Executive Leadership Learning Outcomes Mapped to University Principles

<i>University Principles</i>	<i>DNP Learning Outcomes</i>
Leadership	<ul style="list-style-type: none"> • Lead complex organizations through strategic decision-making and change implementation. • Assume roles as leaders and collaborators with other professionals and communities in planning, providing, and evaluating health care. • Create new models to explain, predict and improve the performance of organizations.
Scholarship	<ul style="list-style-type: none"> • Enhance professional nursing practice through the generation of research and evidence-based practice. • Utilize health information technology to analyze meaningful data that informs leadership. • Utilize theoretical knowledge, data and best-practice research to create strategic plans for organizational change.
Accountability	<ul style="list-style-type: none"> • Lead other nursing professionals in the acceptance of accountability and responsibility for their own professional judgment and actions. • Collaborate with others in research activities and utilize knowledge gained to create improved models of care and organizational performance.
Citizenship	<ul style="list-style-type: none"> • Create new models for nursing in a global society. • Develop health policy that considers environmental, social justice, consumer and other issues.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumerinformation?prg=16>

Doctor of Nursing Practice (DNP) Educational Leadership

The Doctor of Nursing Practice Educational Leadership is designed to foster the advanced practice of nursing leadership within a complex, highly regulated nursing educational system or an acute-care or hospital-based nursing education department. The program is open to nurse educators who have a minimum of two years of full-time work experience in a leadership or faculty role in nursing education at a two- or four-year college or university, hospital or health care organization. Applicants must hold an active and unencumbered U.S. RN license or equivalent and an MSN degree from a regionally or nationally accredited institution. Foreign students must hold a comparable degree from a recognized institution. No GRE or other placement testing is required.

The DNP Educational Leadership is 42 credits, in alignment with other regionally accredited DNP programs, and the expected length of the program is two years. Each course is three credits. American Sentinel University defines one credit hour as 15 actual hours of student engagement in the online classroom and an additional 15-45 hours of student course engagement through readings, homework and out-of-class work. For each three-credit-hour course, students are expected to participate in in-class (online) student engagement for at least 45 hours and complete 45-120 hours of work outside the classroom.

Residencies

The DNP Educational Leadership combines two seven-day on-site residencies in Aurora, Colorado, at the beginning of years one and two, embedded within an eight-week online course format. All other courses are offered completely online in eight-week terms. The seven-day immersion experience allows students to build rapport with students in their cohorts and gives them access to various faculty members who support the development of their capstone practice project. Each

residency incorporates two intensive three-credit courses. Students must not participate in any outside activity during these two residencies. Time should be devoted to attending class and study. Class attendance is mandatory. If students are unable to attend the residency classes, they will not be able to continue in the program. If students are unable to complete the residency classes, they will receive a “W” and must retake the courses for credit in the residency environment.

With the exception of the residencies, students take one course at a time, thus allowing them to be employed full time. The online classes are asynchronous and may be accessed at any time. There are participation requirements, as specified in the Academic Catalog and the course syllabi.

Schedule

Each week of the term has specific topics, learning outcomes, readings, practice experiences and other activities. There is often a weekly assignment in addition to robust online class discussions. The more students participate in the discussions, the richer the learning experience. Each course has specific deliverables through which the student demonstrates mastery of the course learning outcomes. These assignments are developed in such a way that students can apply new knowledge directly to their work experience, thus enhancing the link between theory and practice.

Capstone

The program requires a dissertation-quality, evidence-based capstone project. The subject area is determined by the student in consultation with the capstone chair and must meet the academic standards of the university. All research is subject to the review and supervision of the American Sentinel University Institutional Review Board. See the DNP Student Capstone Project Guide for information about the DNP Capstone Project requirements.

DNP Practice Experiences

The DNP Educational Leadership includes 600 hours of required practice experiences, providing an opportunity for students to apply concepts and demonstrate master’s-level competencies in real-world or simulated settings. Practice experiences are to be completed as assigned in each course and are embedded into assignments throughout the curriculum. Students may complete any of several suggested activities that relate to the overall course objectives and course assignments/projects, or students may seek faculty approval to complete activities that fulfill the course objectives and/or assignments/projects criteria. All practice experiences are graded as pass/fail and are intended to enhance the student’s learning experiences. Please refer to the American Sentinel University Nursing Programs Practice Experiences Guide for specific policies and procedures.

DNP Progression and Graduation Policy

The DNP Educational Leadership program consists of 14 three-credit-hour courses (a total of 42 credits), allowing for progression and graduation from the program over a two-year period with a full-time course of study (one course per term). If students attend half time, they take approximately one course every other term, allowing completion in three years, which is the maximum time allowed to complete the program. Students who have not successfully completed all the requirements for graduation in four years will be administratively withdrawn from the program and required to reapply and repeat any courses that are more than four years old, before they can earn the DNP from American Sentinel University.

The standard of performance required for graduate nursing programs is B (83%) or higher in all nursing courses. Students who earn a grade of less than B in any nursing course must repeat the course and earn at least a B in order to complete the program of study. Students must maintain an overall GPA of 3.0.

DNP Educational Leadership Curriculum

The Doctor of Nursing Practice Educational Leadership is a practice-based, leadership-focused program that prepares faculty, program directors and deans to lead nursing education programs. Whereas most traditional Ph.D. programs are research based, not practice focused, and traditional Ed.D. programs are focused on general education not specific to nursing, the American Sentinel DNP Educational Leadership provides nurse education leaders the terminal credentials they need to gain competence and credibility when sitting alongside academic and health care leaders. The DNP program develops six key competencies needed by today’s nursing education leaders: leadership, finance and fund development, new models of curriculum development and delivery, education policy, education research and strategic planning.

DNP Educational Leadership Courses

COURSES <i>(For students who enrolled BEFORE 1/1/2014)</i>		Credit Hours*
N700 Leadership: Setting the Example**		3
N740 Capstone Project I**		3
N702 Organizational Dynamics of Higher Education		3

N710 Learner-Centered Curriculum Design and Learning Outcomes	3
N712 Assessment of Learning	3
N714 Role of Technology and Simulation in Nursing Education	3
N732 Educational Research	3
N765 Capstone Project II**	3
HCA725 Statistics for Health Care Administrators**	3
MA700 Advanced Statistics	3
N745 Strategic Leadership	3
N742 Principles of Finance and Fund Development	3
N770 Capstone Project III	3
N760 Strategic Planning	3
Total Hours of Doctorate Courses	42

COURSES <i>(For students who enrolled AFTER 1/1/2014)</i>		Credit Hours*
N700PE Leadership: Setting the Example**		3
N740PE Capstone Project I**		3
N702PE Organizational Dynamics of Higher Education		3
N710PE Learner-Centered Curriculum Design and Learning Outcomes		3
N712PE Assessment of Learning		3
N714PE Role of Technology and Simulation in Nursing Education		3
N732PE Educational Research		3
N765PE Capstone Project II**		3
HCA725 Statistics for Health Care Administrators**		3
MA700 Advanced Statistics		3
N745PE Strategic Leadership		3
N742PE Principles of Finance and Fund Development		3
N770PE Capstone Project III		3
N760PE Strategic Planning		3
Total Hours of Doctorate Courses		42

* Credit hours are equivalent to semester hours.

** Residency course

DNP Educational Leadership Learning Outcomes

- ◇ Lead complex organizations through strategic decision-making and change implementation.
- ◇ Assume roles as leaders and collaborators with other professionals and communities in planning, providing and evaluating nursing education.
- ◇ Create new models to explain, predict and improve the performance of graduates.
- ◇ Enhance professional nursing practice and education through the generation of research and evidence-based practice.
- ◇ Utilize health information technology to analyze meaningful data that informs leadership.
- ◇ Utilize theoretical knowledge, meaningful data and best-practice research to create strategic plans for organizational change.
- ◇ Lead research activities and utilize knowledge gained from research to create improved models of education, care delivery and organizational performance.
- ◇ Create new models for nursing in a global society.
- ◇ Participate in the development of health policy that ensures stewardship of natural and man-made resources, social justice and a participatory partnership with consumers in maintaining health.



DNP Educational Leadership Learning Outcomes Mapped to University Principles

University Principles	DNP Learning Outcomes
Leadership	<ul style="list-style-type: none"> • Lead complex organizations through strategic decision-making and change implementation. • Assume roles as leaders and collaborators with other professionals and communities in planning, providing and evaluating nursing education. • Create new models to explain, predict and improve the performance of graduates.
Scholarship	<ul style="list-style-type: none"> • Enhance professional nursing practice and education through the generation of research and evidence-based practice. • Utilize health information technology to analyze meaningful data that informs leadership. • Utilize theoretical knowledge, meaningful data and best-practice research to create strategic plans for organizational change.
Accountability	<ul style="list-style-type: none"> • Lead research activities and utilize knowledge gained from research to create improved models of education, care delivery and organizational performance.
Citizenship	<ul style="list-style-type: none"> • Create new models for nursing in a global society. • Participate in the development of health policy that ensures stewardship of natural and man-made resources, social justice and a participatory partnership with consumers in maintaining health.

Normal time to complete this program attending American Sentinel University part time is three years.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumerinformation?prg=28>

NURSING PRACTICE EXPERIENCES OVERVIEW

CCNE and ACEN require that RN to BSN, RN to MSN, MSN and DNP programs include “practice experiences” in the curricula to enable students to achieve the required educational competencies (AACN White Paper, Oct. 2012; DNP Essentials for Doctoral Education for Advanced Nursing Practice, 2006; ACEN 2013 Standards). These practice experiences have specific objectives, expected outcomes and competencies. Students who complete these experiences are evaluated by the faculty of record.

Practice Experiences by Program

American Sentinel University					
Nursing Programs Practice Experiences					
	Practicum	Practice Learning Experience	Precepted Practice Experience	Simulation	Capstone Hours
Abbreviations	P	PLE	PPE	S	CH
RN-BSN	X				
RN-MSN	X	X	X	X	
MSN: Education		X	X	X	
MSN: Infection Prevention		X	X	X	
MSN: Case Management		X	X	X	
MSN: Informatics		X	X	X	
MSN: Leadership		X	X	X	
DNP: Educational Leadership		X	X	X	X
DNP: Executive Leadership		X	X	X	X

Total Number of Practice Experience Hours Required by Nursing Program

RN to BSN	90
RN to MSN	490
MSN	400
DNP	600

Practice experiences in the nursing programs include a combination of 1) practice learning experiences (PLE), 2) practicums (P), 3) precepted practice experiences (PPE), 4) simulation experiences (S), and 5) capstone hours (CH). The different degree programs have different types of practice experiences.

Certified Background

Certified Background, a document tracking and repository service, collects, tracks and monitors students’ required documentation.

- ◇ This website helps students upload all required documents.
- ◇ Students have access to their documents after they graduate.
- ◇ Students pay a fee to set up an account with Certified Background. As of October 2013, the fee range for the RN to

BSN program is between \$51.50 and \$135.50 depending on the student's location and requirements of the state in which he or she resides.

- ◇ Certified Background monitors students' posting of the required documents and contacts the student (and American Sentinel) automatically if a student needs to update a document.

To view a Prezi presentation on the Certified Background process, students must visit http://prezi.com/-p0mlhgw_rzb/final-certifiedbackgroundcom-presentation/?auth_key=552fb14783feea1bcd597fc3487ff19e9cbf6eed

Required Student Malpractice Insurance

Several organizations provide malpractice insurance to nursing students. One example is Nurses Service Organization (NSO). The cost of malpractice insurance depends on:

- ◇ The student's state of residence.
- ◇ Whether the student graduated from a pre-licensure program within the past 12 months.
- ◇ Whether the student works more than 24 hours per week or are is currently unemployed.

As of October 2013, the average cost for malpractice insurance in most states (MN, CO, CA, OR, DC, NY, TX, OH, MI, MO, AZ, PA, FL, GA, IL, IA and Puerto Rico) is \$104/year for \$1,000,000 per occurrence/\$3,000,000 aggregate coverage per year. It is advisable for all nurses to carry individual malpractice insurance in addition to the malpractice insurance that is covered by their employers.

Nursing Student Photo Identification

For security purposes, most health care organizations require that students wear photo identification cards on their clothing that is visible at all times when onsite.

Practice Experiences for Nursing Programs

Definition of Terms

Practice experiences are activities that students complete during the courses in their programs of study. For the RN to BSN program, practice experiences are a combination of the following activities and experiences.

Practice learning experiences (PLE) are embedded course assignments (i.e. interviews, shadowing, etc.) that occur at the workplace or other health care setting. PLEs do not require that students obtain an affiliation agreement or preceptor. Example: A student in the Community Health course interviews a community health nurse to learn more about her or his role in the community. These hours count toward the total practice hours for the RN to BSN program.

Practicums (P) are practice experiences embedded in courses that occur in the workplace or other health care site. Ps do not require that students obtain an affiliation agreement, unless it is required by the workplace or the health care site. Ps may require that students obtain mentors to work with them to complete the experience. The mentor must be approved by the faculty of record for the course. For P experiences, students need to have a background check posted on an account set up with Certified Background. Students also need to post proof of malpractice insurance for this type of practice experience on the Certified Background account. Example: A student in the Community Health course has the local community health nurse mentor him or her to complete a community assessment of the student's local community. These hours count toward the total practice hours for the RN to BSN program.

Precepted practice experiences (PPE) take place in the workplace or other health care site. PPEs require that students obtain a preceptor that meets the stated requirement for a preceptor and is employed at the site of the PPE. The university must obtain an affiliation agreement with each PPE site. Students are required to complete specific requirements through Certified Background. Example: An RN to MSN student in the case management specialization program is precepted by a case management nurse in the health care facility where the student is employed as a staff nurse. The student sits in on group discussion with the case manager and his or her team. These hours count toward the total practice hours in the RN to MSN program.

Simulations (S) are practice experiences that involve participation in a variety of virtual settings. Example: A student participates in a windshield survey of a virtual neighborhood. These hours count toward the total practice hours for the RN to BSN program.

Capstone Hours (CH) are practice experiences in the DNP Program that occur during students' scholarly work on their capstone project. Example: A DNP Executive Leadership analyzes the data obtained from a project where he or she replicated a previous research study by administering a survey to staff nurses about workload. These hours count toward the total practice hours for the DNP program.

CERTIFICATE PROGRAMS

Infection Prevention and Control Certificate Program

The purpose of the certificate program is to educate health professionals on the principles of infectious diseases and promote the principles of infection prevention and control in health settings and the community at large. Health professionals who manage infectious diseases to control the outbreak or spread of these diseases (such as physicians, respiratory therapists, medical equipment managers, operating room technicians, public health workers, dietitians, and nurses) are ideal candidates for the five-course certificate program in infection prevention and control. Multidisciplinary teams are needed in health care settings to stem the epidemic of hospital acquired infections and develop comprehensive infection prevention programs. The core knowledge in this program is based on the latest evidence and recommendations of the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), the Institute for Healthcare Improvement (IHI), and the American Society of Infection Control Professionals (APIC). Teams are brought together in acute care, long-term acute care, rehabilitation and long-term care settings to address these issues. This program provides education on the requisite skills to be an effective member of these teams.

The Infection Prevention and Control certificate program gives students the didactic information needed to prepare for the Certification in Infection Control (CIC®), offered by the Certification Board of Infection Control and Epidemiology (CBIC®), however, the certificate is not a prerequisite for taking the exam. Please see the CBIC website for the specific requirements to be eligible to take the certification exam: www.cbic.org.

Infection Prevention and Control Certificate Learning Outcomes

- ◇ Apply principles of epidemiology to environmental assessment of risk.
- ◇ Develop a comprehensive infection prevention and control program.
- ◇ Create infection prevention and control guidelines.
- ◇ Design a surveillance system.
- ◇ Analyze and interpret infection control data.

Curriculum

<i>REQUIRED COURSES (15 credit hours)</i> <i>(For students who enrolled BEFORE 1/1/2014)</i>	Credit Hours*
EPI500 Principles of Epidemiology	3
BIO501 Identification of Infectious Disease Processes	3
N570 Infection Prevention and Control	3
N571 Design of a Surveillance System	3
N572 Collection and Interpretation of Surveillance Data	3

<i>REQUIRED COURSES (15 credit hours)</i> <i>(For students who enrolled AFTER 1/1/2014)</i>	Credit Hours*
EPI500 Principles of Epidemiology	3
BIO501 Identification of Infectious Disease Processes	3
N570PE Infection Prevention and Control	3
N571PE Design of a Surveillance System	3
N572PE Collection and Interpretation of Surveillance Data	3

* Credit hours are equivalent to semester hours.

Students pay the posted credit hour fee for graduate courses and upon successful completion of the certificate program will earn 15 graduate semester credits.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=31>

Geospatial Information Systems Graduate Certificate (GISGC) Program

The Geospatial Information Systems graduate certificate (GISGC) is a 15-credit-hour program that provides the working professional with the basic skills and knowledge necessary to incorporate and effectively use geospatial tools and strategies in the workplace. Students gain a working knowledge of ArcGIS and have the opportunity to use other web-based GIS resources. Students learn the essentials of accessing and using geospatial databases, how to develop enterprise-level geospatial strategies and understand the legal and ethical issues associated with the use and dissemination of geospatial data. From politics to business, from health care to the environment, the development of employees with basic geospatial skills and the implementation of a comprehensive geospatial strategy are becoming essential within every industry.

Graduates of the Geospatial Information Systems graduate certificate:

- ◇ Develop an understanding of geospatial principles and practices.
- ◇ Develop a working knowledge of ArcGIS and other GIS related tools used in developing and implementing geospatial strategies.
- ◇ Collect, store, access and use geospatial data across multiple disciplines.
- ◇ Develop an enterprise level geospatial strategy.
- ◇ Understand the ethical and legal issues associated with the use of geospatial data.
- ◇ Understand similarities and differences in geospatial strategies between specific disciplines.
- ◇ Present geospatial information in a clear and professional manner.
- ◇ Complete an eFolio as evidence of academic achievement.

Curriculum

To receive the Geospatial Information Systems graduate certificate, a student must complete 15 credit hours. GIS500 and GIS510 are prerequisites to all subsequent GIS courses. GIS500 and GIS510 may be taken concurrently. Applicants and students with significant GIS education, training and professional experience may apply for up to six credit hours of graduate transfer credit for GIS500 and/or GIS510, per American Sentinel's comprehensive transfer credit policy.

REQUIRED COURSES <i>(15 credit hours)</i>	Credit Hours*
GIS500 GIS Principles and Practice	3
GIS510 Geospatial Practicum Using ArcGIS	3
GIS515 Geospatial Data	3
GIS520 Developing an Enterprise Level Geospatial Strategy	3
GIS525 GIS Accuracy, Ethics and the Law	3

* Credit hours are equivalent to semester hours.

Disclosure Information on Gainful Employment

<http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information?prg=33>

ACADEMIC CALENDAR

American Sentinel University's academic year is 32 weeks long, consisting of two consecutive 16-week semesters. Each semester includes two consecutive eight-week terms.

2013–2014 Academic Calendar

Term	Start date	End date
November	11/18/2013	1/12/2014
December	12/16/2013	2/09/2014
January	1/20/2014	3/16/2014
February	2/17/2014	4/13/2014
March	3/17/2014	5/11/2014
April	4/21/2014	6/15/2014
May	5/19/2014	7/13/2014
June	6/16/2014	8/10/2014
July	7/21/2014	9/14/2014
August	8/18/2014	10/12/2014
September	9/15/2014	11/9/2014
October	10/20/2014	12/14/2014
November	11/17/2014	1/11/2015
December	12/15/2014	2/8/2015

TUITION AND FEES

Associate Programs

Tuition: Multi Course/Credit Hours Plan (12-credit-hour commitment)	
Tuition per credit hour	\$400
Total number of credit hours	60
Total tuition	\$6,000 - \$24,000 depending on the number of transfer credits
Fees	
Application fee	\$0
Course extension fee	\$65
Late course registration fee	\$50
Program switch fee	\$150
Prior learning assessment fee (per course)	\$300
Test out fee (per test)	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$125
American Sentinel University transcript fee (for each transcript requested)	\$10 per request
New student resource fee	\$175
Resource fee: semester students (Title IV recipients)	\$140 per 12 credit hours
Resource fee: term students (Non-Title IV recipients)	\$140 per 12 credit hours
Other Costs	
Books	New books cost approx. \$150 per course. Students may purchase used books. Students are not required to purchase books and materials directly from the university.

Students residing in the states of Arkansas or Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their tuition and credit hour requirements.

Students residing in the state of Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their general education requirements.

Bachelor's Programs

	B.S. Geographic Information Systems	RN to B.S. Nursing
Tuition: Multi Course/Credit Hours Plan (12-credit-hour commitment)		
Tuition per credit hour	\$400	\$400
Total number of credit hours	30-120	30-60
Total tuition	\$12,000 - \$48,000 (depending on the number of transfer credits)	\$12,000 - \$24,000 (depending on the number of transfer credits)
Fees		
Application fee	\$0	\$0
Course extension fee	\$65	\$65
Late course registration fee	\$50	\$50
Program switch fee	\$150	\$150
Prior learning assessment fee (per course)	\$300	\$300

Test out fee (per test)	\$300	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$125	\$125
American Sentinel University transcript fee (for each transcript requested)	\$10 per request	\$10 per request
New student resource fee	\$175	\$175
Resource fee: semester students (Title IV recipients)	\$140 per 12 credit hours	\$140 per 12 credit hours
Resource fee: term students (Non-Title IV recipients)	\$140 per 12 credit hours	\$140 per 12 credit hours
Other Costs		
Books	New books cost approx. \$150 per course. Students may purchase used books. Students are not required to purchase books and materials directly from the university.	

Students residing in the states of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding their tuition and credit hour requirements.

Students residing in the state of Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their general education requirements.

Master's Programs

	M.S. Computer Science	MSN, MBA, MBA Health Care, Master of GIS, Master of Health Care Informatics, M.S. Business Intelligence	RN to MSN
Tuition: Multi Course/Credit Hours Plan (9-credit-hour commitment)			
Tuition per credit hour*	\$490	\$490	\$400 for undergraduate courses \$490 for graduate courses
Total number of credit hours	39	36	48 undergraduate credit hours 36 graduate credit hours
Total tuition	\$9,800 - \$19,110 (if no prerequisite courses; depending on the number of transfer credit hours)	\$8,820 - \$17,640 (if no prerequisite courses; depending on the number of transfer credit hours)	\$11,220 - \$36,840 (if no prerequisite courses; depends on the number of transfer credits)
Fees			
Application fee	\$0	\$0	\$0
Course extension fee	\$65	\$65	\$65
Late course registration fee	\$50	\$50	\$50
Program switch fee	\$150	\$150	\$150
Prior learning assessment fee (per course)	\$400	\$400	\$400
Test out fee (per test)	\$400	\$400	\$400
Graduation fee (payable 2 weeks prior to graduation)	\$125	\$125	\$125
American Sentinel University transcript fee (for each transcript requested)	\$10 per request	\$10 per request	\$10 per request
New student resource fee	\$175	\$175	\$175
Resource fee: semester students (Title IV recipients)	\$140 per 12 credit hours	\$140 per 12 credit hours	\$140 per 12 credit hours

Resource fee: term students (Non-Title IV recipients)	\$140 per 12 credit hours	\$140 per 12 credit hours	\$140 per 12 credit hours
Other Costs			
Books	New books cost approx. \$150 per course. Students may purchase used books. Students are not required to purchase books and materials directly from the university.		

Doctoral Programs

Doctor of Nursing Practice	
Tuition per credit hour	\$625
Total number of credit hours	42
Total tuition	\$26,250
Fees	
Application fee	\$0
Course extension fee	\$65
Program switch fee	\$150
Graduation fee (payable 2 weeks prior to graduation)	\$125
American Sentinel University transcript fee (for each transcript requested)	\$10 per request
DNP resource fee	\$525 per year
DNP Capstone fee*	\$1,800
Other Costs	
Books	An estimated cost of textbooks and other learning materials required for the program is \$2,500. Students are not required to purchase books and materials directly from the university.
Residency	DNP students are required to attend two ten-day residencies. Estimated costs for hotel, meals and travel for both residencies are \$5,000.

American Sentinel reserves the right to adjust the tuition and fees charged for future semesters. Notice of any tuition and fees adjustments will be sent electronically and/or mailed to currently enrolled students 60 days prior to the effective date of the adjustment.

*Students in the DNP are assessed a capstone fee prior to the start of their N770 or N770PE Capstone Project III course. During the capstone process students work with a committee that includes a mentor and two faculty members who provide students with individualized and expert guidance as they work on each of the key stages of the capstone project: topic selection and focus, proposal development and defense, Institutional Review Board (IRB) application, project implementation and analysis and final paper and defense.

Certificate Programs

	Infection Prevention and Control Certificate	Geospatial Information Systems Graduate Certificate
Tuition		
Tuition per credit hour	\$490	\$490
Total number of credit hours	15	15
Total tuition	\$7,350	\$7,350
Fees		
Application fee	\$0	\$0
Course extension fee	\$65	\$65
Program switch fee	\$150	\$150

Graduation fee (payable 2 weeks prior to graduation)	\$125	\$125
American Sentinel University transcript fee (for each transcript requested)	\$10 per request	\$10 per request
New student resource fee	\$175	\$175
Resource fee	\$140 per 12 credit hours	\$140 per 12 credit hours
Other Costs		
Books	New books cost approx. \$150 per course. Students may purchase used books. Students are not required to purchased books and material directly from the university.	

Military Tuition and Fees

Military Tuition **		
Associate program	Tuition per credit hour*	Books included
Active-duty	\$260	Yes; \$75 book grant per course
Non-active-duty	\$290	No
Bachelor's programs		
Active-duty	\$260	Yes; \$75 book grant per course
Non-active-duty	\$290	No
B.S. Nursing		
Active-duty	\$260	Yes; \$75 book grant per course
Non-active-duty	\$290	No
Master's programs (MSISM, MSCS)		
Active-duty	\$290	No
Non-active-duty	\$330	No
Master's programs (MSBI, MBA, MBA-HC, MGIS, MHCI)		
Active-duty	\$290	No
Non-active-duty	\$330	No
M.S. Nursing		
Active-duty	\$290	No
Non-active-duty	\$330	No
Doctor of Nursing Practice		
Active-duty	\$600	No
Non-active-duty	\$600	No
Infection Prevention and Control Certificate		
Active-duty	\$290	No
Non-active-duty	\$330	No
Geospatial Information Systems Certificate		
Active-duty	\$290	No
Non-active-duty	\$330	No

Associate, bachelor's and master's programs	Fees	
Application fee	\$0	
Course extension fee	\$65	
Late course registration fee	\$50	
Program switch fee	\$150	
Prior learning assessment fee	\$300	
Test out fee (per test)	\$300	
Graduation fee (payable two weeks prior to graduation)	Provided by military scholarship	
Transcript fee (for each transcript requested)	\$10 (Per request)	
New student resource fee	\$175	
Resource fee: semester students (Title IV recipients)	\$140 per 12 credit hours	
Resource fee: term students (Non-Title IV recipients)	\$140 per 12 credit hours	

*All credit hours are equivalent to semester units.

**Auxiliary members receive same benefits as non-active military. All spouses receive same benefit as their military/auxiliary member counterpart.



Academic Policy Authority

Policy Review and Modification

American Sentinel University's academic policies undergo periodic review by the provost, deans and faculty representatives to ensure they are consistent with administrative policy and meet the requirements of applicable oversight agencies. The Academic Policy Committee approves all changes to academic policies. Questions regarding the interpretation of academic policies should be submitted to the provost.

The provost is responsible for communicating, interpreting and ensuring the implementation of the university's academic policies. The provost is also responsible for determining how to proceed when an issue is not directly addressed in the academic policies or whether conditions warrant an exception to an existing policy.

Only the provost may approve an exception to an academic policy. All policy exceptions must be in writing and placed in the student's official file. Documentation should include the following:

- ◇ Name and title (or student ID) of the person requesting the exception
- ◇ Date of the request
- ◇ Description of the requested exception
- ◇ Reason for the exception

Academic Integrity

The students, faculty and staff of American Sentinel University uphold an ethical and professional obligation to provide each student the opportunity to develop and pursue his or her educational goals. However, the university is governed by institutionally established regulations of student behavior that protect such individual freedoms of educational pursuit, provided students demonstrate honesty, integrity and respect for the preservation, communication and pursuit of knowledge. Any action not consistent with such principles is subject to corrective actions that may include dismissal from the university.

Plagiarism

Plagiarism is a violation of academic integrity. It includes copying textual content and presenting another's ideas or images without citing the source. Students are expected to obtain the knowledge, work ethic and skills necessary to achieve personal and professional fulfillment, and contribute to the advancement of their professions. Students accomplish this only through the development and expression of their own ideas.

Levels of Plagiarism Violations

- ◇ Level 1: Presents a paper, assignment or problem set written by someone else as the student's own work due to ignorance or inexperience.
- ◇ Level 2: Intentionally and willfully presents a paper, assignment or problem set written by someone else as the student's own work.
- ◇ Level 3: Repeats a Level 2 violation.
- ◇ Level 4: Repeats a Level 2 violation multiple times.

Penalties for Plagiarism

- ◇ Level 1
 - Student receives an academic warning that goes in the student's file and is allowed to resubmit the assignment.
 - Instructor may assign a grade for the assignment that includes a penalty of a percentage of the grade (10% - 50%) or no grade penalty may be given.
 - Faculty member selects the consequence of a plagiarism issue in Level 1 violations.

◇ Level 2

- Student receives an F (0%) grade for the assignment. Student may not resubmit the assignment.
- Faculty member selects the consequence of a plagiarism issue in Level 2 violations.

◇ Level 3

- Student receives an F (59%) for the course and the student may retake the course. Level 3 violations will be handled by the dean of the program in which the student is enrolled.

◇ Level 4

- Student is suspended or expelled from program and university. Level 4 violations will be handled by the dean of the program in which the student is enrolled.

Handling Plagiarism

Although American Sentinel University recognizes that students may be unfamiliar with proper posting and citation requirements in the online environment, the expectation is that the faculty members help students learn how to properly cite information so students avoid violations. Faculty and students are held accountable to this policy regarding plagiarism in the academic environment.

Citation Guide

American Sentinel University adopted the *Publication Manual of the American Psychological Association* (APA) style as its official citation reference guide. Students are referred to the student resource website <http://flash1r.apa.org/apastyle/whatsnew/index.htm> and to resources identified in individual courses for support.

Academic Records

American Sentinel University generates and collects academic records to advise students about their admissions status and academic progress and to understand the overall effectiveness of their academic effort. The university is responsible for maintaining the integrity and confidentiality of these documents, retaining them for the appropriate period of time, assuring their validity and keeping them secure. Accessing, copying, transferring or destroying student academic records must be carried out in strict compliance with applicable federal and state regulations, including the Family Educational Rights and Privacy Act of 1974. The Document Retention policy is designed to ensure that only pertinent and necessary records are kept.

Access to Student Academic Records and the Family Education Rights and Privacy Act

All student education records are protected by the Family Education Rights and Privacy Act of 1974 (FERPA). Education records are all records directly related to the student.

Student FERPA Rights

FERPA affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education record(s) within 45 days of the day the registrar receives a written request for access identifying the record(s) the student wishes to inspect. The school will make arrangements for access and notify the student of the time and place where the records may be inspected. Students may obtain copies of their education records for a nominal fee.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading or in violation of their privacy rights. A written request for amendment that fully describes the specific reason(s) for the requested change must be given to the registrar. Following review, the student will be informed of any amendments or denials of amendment to his or her education records, including a detailed explanation for the decision rendered. Students have a right to a hearing regarding the request for amendment by making a written request to the Grievance and Appeals Committee and presenting evidence relevant to the disputed issues. All decisions made by the Grievance and Appeals Committee are final. Copies of all requests and written documentation regarding the contents of a student's education record will be retained as part of that student's permanent record.
3. The right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
4. The right to file a complaint with the U.S Department of Education concerning alleged failures of the university to comply with the requirements of FERPA. The office that administers FERPA is:

Family Policy Compliance Office
U.S Department of Education

Disclosure Without Consent

In specific circumstances, FERPA authorizes disclosure of personally identifiable information from educational records without the prior written consent of the student. One such circumstance is disclosure to school officials with legitimate educational interests. A school official is a person employed by a school in an administrative, supervisory, academic, research or support staff position, or a member of the board of trustees. A school official has legitimate educational interest if the official needs to review education records in order to fulfill his or her professional responsibility. Other instances where student information may be disclosed without the permission of the student include, but are not limited to:

- ◇ Disclosure made to authorized representatives of the U.S. Department of Education, the Office of the Inspector General, accreditation and licensure agencies, and state and local education authorities.
- ◇ Disclosure in connection with financial aid for which the student has applied.
- ◇ Disclosure made to the student's parent(s) if the student is a dependent (as defined by the U.S. Internal Revenue Service).
- ◇ Disclosure made to organizations that are conducting studies concerning the administration of student aid programs on behalf of educational agencies or institutions.

Record of Disclosures

The registrar maintains a record of each request for access and each disclosure of personally identifiable information from the education records of each student. This record will be maintained with the education records of each student and will include the parties who have requested or received information and the legitimate interests the parties had in requesting or obtaining the information.

The university is not required to keep record of disclosures made to:

- ◇ The student.
- ◇ Any school official with a legitimate educational interest.
- ◇ Any party with written consent from the student.
- ◇ Any party receiving records as directed by law enforcement subpoena whereby the court has ordered that the existence of the subpoena not be disclosed.

Compliance with Jacob Wetterling Act and the Campus Sex Crimes Prevention Act

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 was an amendment to the Jacob Wetterling Act of 1998. CSCPA requires registered sex offenders to report enrollment or employment at institutions of higher education. Those seeking to obtain information about registered sex offenders should visit www.snopr.gov. If state officials notify an educational institution of information concerning registered sex offenders, FERPA does not prevent educational institutions



from disclosing such information.

Academic Records Definitions

Academic records are all records directly related to the student and maintained by the school or a party acting for the school. Academic records include, but are not limited to:

- ◇ Academic transcripts from American Sentinel.
- ◇ Dates of attendance.
- ◇ Admission documents, including the application for admission, enrollment agreement, placement examination results, U.S. residency classifications (if applicable) or any other documentation required for admission.
- ◇ Academic achievement documents including proficiency examination results, prior college transcripts and transfer credit evaluation.
- ◇ Student status change forms: course adds/deletes, program changes, grade changes, course withdrawals, name changes, ID changes, school withdrawal forms and academic dismissal appeals.

Examples of Academic Management Records

- ◇ Class lists
- ◇ Class schedules
- ◇ Instructor grade records
- ◇ Periodic enrollment figures
- ◇ Satisfactory academic progress reports
- ◇ Student complaints

Student Academic File Contents

In accordance with American Association of Collegiate Registrars and Admissions Officers (AACRAO) guidelines, student files may contain the following documents:

- ◇ Acceptance letter
- ◇ Application for admission
- ◇ Enrollment agreements
- ◇ Name change authorizations
- ◇ Official transcripts from other colleges and evaluation of transfer credit
- ◇ Readmission forms
- ◇ RN licensure documentation
- ◇ TOEFL/IELTS reports for international students

Additionally, the following registration, attendance and academic progress records are maintained as part of the student's permanent file:

- ◇ Academic action authorizations (dismissal, etc.)
- ◇ Academic advising and/or appeal documentation
- ◇ Academic records
- ◇ Applications for graduation
- ◇ Applications for reentry
- ◇ Changes of course (add/drop forms)
- ◇ Changes of grade forms
- ◇ Credit by examination reports/scores (CLEP, AP)
- ◇ Disciplinary action documents (are kept in a file separate from the student's academic record)
- ◇ FERPA documents
- ◇ Final transcript of the student's academic record
- ◇ Relevant correspondence

- ◇ Student disclosure form
- ◇ Transcript requests
- ◇ Transfer credit evaluations
- ◇ Withdrawal authorizations

Document Retention

All records for applicants who do not enter school are kept for one year. Such records are not covered by FERPA. All academic records for matriculated students, including non-degree-seeking students are kept onsite for a period of at least five years from the last date of attendance. Academic records for matriculated students who attended American Sentinel longer than five years ago may be housed offsite at a location deemed to be secure from fire, theft, water damage and other forms of damage or neglect. These records are kept indefinitely.

Academic management records will be retained according to the following guidelines:

- ◇ All faculty schedules are retained for three years.
- ◇ A final attendance report for each term will be retained for five years after the completion of that term. After the retention period, these reports may be discarded.
- ◇ Academic management records not otherwise described will be retained for five years.

The university keeps required records in hard copy or computer file, optical disc (CD/DVD) or other media formats provided that all record information is retrievable in a coherent hard copy format. Any document containing a signature, seal, certification or any other image or mark to validate its authenticity is maintained in original hard-copy form or in an imaged media format. All imaged media format used to maintain required records is capable of reproducing an accurate, legible and complete copy of the original document at approximately the same size of the original document when printed.

To prevent the unintended disclosure or destruction of student's private information, all academic records are kept in a secure, locked and fireproof location. Acceptable means of protection include fire-rated file cabinets, a secure vault and microfilm records, computer disc, backup tape, printout records (of digital records) or hard copies. The registrar keeps the keys to the files.

Disposal of Sensitive Documents

All employees who handle sensitive or confidential documents must use discretion in viewing, copying, transferring and destroying these documents. No documents other than the exceptions following are to be destroyed, deleted or removed from any file. Exceptions include: purely personal documents (in the sole possession of the maker, such as private advising notes), class materials and classroom work products, lesson plans, syllabi and exercises. Attendance records are kept. With these exceptions, no documents may be destroyed without the written approval of the provost.

Academic Transcripts

An academic transcript is an official and complete copy of a student's academic work, which includes any official academic actions or changes, such as degrees, transfers or proficiency credit, special academic status, withdrawals or dismissals. All permanent academic records, including transcripts, are maintained by the university registrar.

Students may obtain official or unofficial copies of their American Sentinel University transcripts:

- ◇ Official transcripts – Printed on security paper, forwarded to a third party and signed and embossed by the university registrar. Official copies may be issued to the student, but will be stamped "Issued to Student."
- ◇ Unofficial transcripts – Marked unofficial and printed on standard photocopy paper.

The reverse side of the transcript contains a key of terms and definitions, which helps clarify the information contained in the transcript. The key may contain, define or describe:

- ◇ Academic calendar (and its definition)
- ◇ Date of last revision to the key
- ◇ Definition of academic terms
- ◇ FERPA re-disclosure statement
- ◇ Grading system
- ◇ Institutional policy on recording all courses attempted

- ◇ Institutional policy on withdrawals, transfer credits, incompletes and repeated courses
- ◇ Method of certification as an official transcript (card stock used, embossed seal, etc.)
- ◇ Method of GPA calculation
- ◇ Name, address and telephone number of the institution
- ◇ Unit of credit definition
- ◇ Warning against alteration or forgery

External Transcripts and Records

External transcripts and records, such as high school or GED transcripts, transcripts from other colleges or universities and other official records, are retained as part of a student's permanent record. Access is limited to authorized school employees. Once received, these records become the property of American Sentinel University.

Student Name Changes

Students requiring a name change after applying to American Sentinel must submit one of the following documents:

- ◇ Certified copy of marriage license
- ◇ Court order or dissolution decree
- ◇ Court-filed name change documents

Non-U.S. citizens may submit a current passport or official proof of identity. Name changes can only be processed for current students. Former students, including those who have graduated, cannot change the name on their official university records, including their diploma.

Attendance and Participation Policy

The academic week begins on Monday at 6:00 a.m. Mountain time and ends on Monday at 5:59 a.m. Mountain Time. Students must actively participate in courses by turning in assignments and posting to discussion forums each week. Students must post at least one time in week one to be considered as an active student in the course. Failure to post in week one classifies a student as a non-start. Students classified as non-starts who are receiving federal financial aid are automatically dropped from the course. Students who add a course on the last day of the add/drop period may extend the first week of the term (only) through the following Tuesday at 5:59 a.m. Mountain Time.

Attendance

American Sentinel takes attendance at the start of each term/semester. The start of the second week is designated as the census date. To be counted in attendance for census purposes, a student must post to the online classroom at least once in the first week. Failure to post in week one classifies a student as a non-start. Students classified as non-starts who are receiving federal financial aid are automatically dropped from the course.

Add/Drop

Students who wish to drop a course must notify their student success advisor by phone (303.991.1575), fax (866.894.1575) or email (services@americansentinel.edu).

Students may add or drop a course during the first week of the term or semester. Students wishing to add or drop after the first week of the term or semester must contact their student success advisor.

Participation

Active student and faculty participation in the online classroom results in intended to be a rich educational experience for all students. Meaningful participation in the classroom discussions is expected and graded. Failure to participate in the online discussions will impact the grade for the course. Active-duty military should discuss any participation limitations with the instructor.

Continuous Enrollment

Continuous enrollment is defined as being enrolled in classes at American Sentinel without a break of eight or more consecutive months. Re-admission is necessary for any student who wants to resume degree candidacy after any of the following situations occur:

- ◇ Withdrawal from university.
- ◇ Failure to begin a course within eight months.

- ◇ Interruption of continuous enrollment.
- ◇ Disciplinary suspension, indefinite expulsion or expulsion.
- ◇ Returning for another undergraduate degree after completing an associate or baccalaureate degree.

If readmitted, students must follow the catalog in effect at the time of their reenrollment.

In cases when the university no longer teaches required courses, the appropriate dean may designate a reasonable substitute.

Accommodations for Military Students

Military students may find it difficult because of military-related commitments to follow the above Attendance and Participation policies verbatim. When military commitments, such as exercises, deployments or permanent change of station orders cause difficulties in following these policies, as an SOC consortium member and military-friendly school, American Sentinel is committed to minimizing administrative issues and helping students navigate academic policies that might impede completion of a course or program when the military commitment causing the difficulty is ended. However, when such military situations arise, students are expected to communicate with the university as soon as possible through their course faculty member, student success advisor or military advisor. Depending on the situation, military documentation may be required to validate requests requiring significant deviation from normal policy. Timely communication with the university in some cases may eliminate or minimize financial obligations such as TA repayment of failed courses.

Accommodations for Students with Disabilities

American Sentinel University is an Equal Opportunity Educational institution and is committed to providing access to students with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990 (ADA). Applicants, prospective students or current students with disabilities have the following rights and responsibilities:

- ◇ Right to equal access to all programs.
- ◇ Disability records will be maintained separately from academic records. Disability records will be used solely to determine appropriate services.
- ◇ Responsibility to give advance notification of accommodations needed prior to the beginning of enrollment.
- ◇ Responsibility to submit both documentation of their disability and a request for services.
- ◇ Responsibility to initiate the request for services or accommodations. Requests should be addressed to the university president. Students must communicate to the university president or designated members of the university staff the nature of their disability and any necessary and reasonable accommodations to allow them full participation in programs.
- ◇ Students must meet the requirements of the academic program of study with or without reasonable accommodation.

Students are encouraged to submit a special needs request for any disability requiring accommodation immediately following enrollment and prior to starting classes. Once the university's review has been completed and reasonable accommodations have been determined, an appropriate start date can be determined for the student.

Any interruption in education may affect a student's eligibility for financial aid.

All students seeking accommodation under Section 504 of the Rehabilitation Act or the ADA must submit documentation of physical or mental disability from qualified medical or testing personnel. Expenses incurred in obtaining such documentation are the responsibility of the student. The following documentation should be forwarded to the university president upon admission or at any time concurrent with a request for accommodations:

For physical disabilities:

- ◇ A statement of the physical impairment from a licensed health care professional who is qualified and currently or recently associated with the student.
- ◇ A statement as to how the student is limited in functionality in a major life activity.
- ◇ Recommendation for reasonable classroom accommodations.
- ◇ In the case of hearing impairment, the student should also submit a report from an audiologist that includes the results of an audiogram, type of hearing loss (conductive, sensor, or neural) and the degree of the hearing loss. (for resident programs such as the DNP Educational Leadership).

For mental disabilities:

- ◇ A statement or report from a licensed psychologist or psychiatrist that includes the following items:
 - Statement of DSM-IV condition or impairment.
 - Summary of assessment procedures used to make the diagnosis.
 - Description of present symptoms and fluctuating condition symptoms in relation to the impairment.
 - Current medications and side effects.
 - A description of functional limitations in a major life activity.
 - Recommendations for reasonable accommodations for the classroom and clinical setting (for the online classroom).

For learning disabilities:

- ◇ A diagnostic interview by a qualified evaluator that includes historical information of learning difficulties in elementary, secondary and post-secondary education.
- ◇ A comprehensive diagnostic interview that addresses relevant background information supporting the impairment, including developmental history, academic history and psychosocial history.
- ◇ A record of comprehensive testing that is current (within past two years and after age of 18).
- ◇ A description of functional limitations in a major life activity.
- ◇ Recommendations as to reasonable accommodations for the classroom and clinical setting.

If a student wishes to file a complaint regarding any disability discrimination, the student should notify the university president within 10 calendar days of the discrimination incident. A hearing will be scheduled within seven calendar days of the notification at which time the student has the right to present further evidence and bring witnesses to support their position. Students also have the right to file an ADA or Section 504 complaint with the State Office of Civil Rights (OCR).

Withdrawals

Student-Initiated Withdrawals

Students who wish to withdraw from the university must notify their student success advisor by phone (303.991.1575), fax (866.894.1575) or email (services@americansentinel.edu) as soon as possible. Students must clearly state the effective date of the withdrawal, which must be on or after the date of notification, and the reason for the withdrawal. The process should be initiated by phone, email or fax as soon as possible. The official withdrawal date is defined as the date the school is notified.

Administrative-Initiated Withdrawals

The dean or designee may initiate a withdrawal for violation of policy without the student's request. The university registrar will enter an administrative withdrawal in the student's record if the student:

- ◇ Fails to return from a standard period of non-enrollment.
- ◇ Fails to maintain satisfactory academic progress.
- ◇ Fails to maintain passing grades.
- ◇ Fails to pay tuition and fees on time.
- ◇ Fails to comply with the university's academic policies.
- ◇ Fails to disclose a felony.
- ◇ Engages in improper or unlawful conduct.
- ◇ Brings discredit to the university.
- ◇ Engages in behavior that interferes with the educational process or human or civil rights of another student or American Sentinel employee.
- ◇ Fails to comply with the university's rules and regulations as published in this catalog.

Any refund due to the student or other agencies will be calculated and refunded according to the Tuition Refund policy.

COURSE POLICIES

College Success

One of the goals of the university is to help students achieve success by providing skills-enhancement training when necessary. Students with developmental needs must begin their skills-enhancement courses during their first term of study and may take other courses concurrently, provided they meet any prerequisites. Failure to complete a developmental studies course (099 level course) successfully after two attempts will result in academic dismissal. Successful completion of a developmental studies course requires a final grade of 70 percent or better.

Incompletes

Students who cannot complete their course work prior to the term or semester end date may request additional time from their professor if they have completed a minimum of 50 percent of the course. If approved by the professor, students will be assessed a fee (see the fee schedule on the website and in this catalog). Only one request will be granted per course. Students will be given a maximum of 14 additional calendar days beyond the official published last day of the course to complete the course. Students will be notified by their professor if the additional time has been approved and a temporary grade of incomplete (I) will be awarded.

Failure to complete all requirements for the course within the 14-day grace period will result in a final grade that incorporates grades of 0 for any incomplete assignments. If the student receives an F, the student will be required to re-enroll in the course and pay the appropriate tuition if he or she wishes to receive credit for the course. If the student earns a D (undergraduate) and the course is required to fulfill major requirements, the student may be required to re-enroll in the course and pay the appropriate tuition.

Drops

To drop a course, students must contact their student success advisor.

- ◇ Prior to the start of the course through week 1 drops: Students may drop a course through the first week of the term for no additional fee. Courses dropped in the first week will not appear on the student's transcript. American Sentinel's academic week starts on Monday at 6:00 a.m. and runs through the following Monday at 5:59 a.m. (seven full days) Students who drop a course in the first week may also add a course at the same time without paying the late registration fee.
- ◇ Weeks 2-5 drops: Students may drop a course between week two and the last day of week five for no additional fee (the administrative fee for students withdrawing from American Sentinel still applies). Courses dropped during this period will appear on the student's transcript with the letter grade of W. W grades are not included in the student's GPA calculation.

American Sentinel will process a refund for courses dropped after the first week and before the last day of the fifth week according to the refund policy.* Refunds will be processed and paid within 30 days of the effective date of the course drop. If the student owes any balance on their student account to the university, any refund will be applied toward the balance first before being sent to the student.

* Students may not drop a course after week five.

Late Registration

Students who fail to register during the scheduled registration period may register for a course from the day after registration closes until the first Friday after the term has started. To register late for a course, students must visit http://my.americansentinel.edu/Academics/Calendar_Registration.aspx. Students registering late must still post to the course discussion forum to be counted in attendance during week one, as defined in the attendance and participation policy.

Late registration does not change the refund policy, which states that the university processes refunds for courses dropped after week one and before the last day of week five. The refund policy begins with the first day of the course, not the day a student registers. Late registration does not extend the length of the course nor the course end date.

Credit Hours

American Sentinel defines one credit hour as 15 actual hours of student engagement in the online classroom and an additional 30 hours of student course engagement through readings, homework and out-of-class work. For each three-credit-hour course, students are expected to participate in in-class (online) student engagement for at least 45 hours and complete 90 hours of work outside the classroom.

For American Sentinel courses that include practice experiences* each 3-credit hour course that includes both didactic activities and practice experiences includes one of the following:

1. in-class (online) student engagement for at least 30 hours, 45 hours of practice experiences and 60 hours of work outside the classroom.
2. in-class (online) activities for at least 35 hours, 30 hours of practice experiences and 70 hours of work outside the classroom.
3. in-class (online) activities for at least 40 hours, 15 hours of practice experiences and 80 hours of work outside the classroom.

*including practice learning experiences (PLE), practicums (P), simulation (S), precepted practice experiences (PPE) and capstone hours (CH)

The report, "Validation of Time on Task Data," is pulled from the American Sentinel learning platform for student activity in six primary areas: readings, self-testing, progress testing, online discussion forums, other student interaction (learning team activity, project development, study sections, etc.) and other activities (computer software development, capstone project development and execution, etc.). The data is recorded for each student in each course. On a semi-annual basis, the deans and provost aggregate this data and establish the mean time for each course by program and degree level. This data is used to assess the rigor of the class and to make any modifications to the course requirements.

Grades and GPA

Course grades are based on evaluations of students' mastery of course objectives. Each instructor's grading policy will be published in the course syllabus and approved by the dean in advance of the first day of class. A student is responsible for all work assigned during the course and must discuss any issues with completing the required course work with the professor.

Grading Policy

Undergraduate courses: Undergraduate students will receive credit for courses in which they earn a grade of D or higher. However, if a student's GPA falls below 2.0, he or she may be placed on academic probation.

Graduate courses: Graduate students will receive credit for courses in which they earn a grade of B- or higher. Credit will not be granted for grades of C+ or below. Students who receive a B- may proceed, but must maintain an overall GPA of 3.0. Students who earn a grade of C+ or lower in a graduate course must repeat the course and earn at least a B- in order to complete the program of study.

Doctor of Nursing Practice courses: Doctoral students will receive credit for courses in which they earn a grade of B or higher. Credit will not be granted for grades of B- or below. Students who earn a grade of B- or lower in a doctoral course must repeat the course and earn at least a B to complete the program of study.

Grading Policy		
Grade		Grade Point Value
A	93-100	4.00
A-	90-92	3.67
B+	87-89	3.33
B	83-86	3
B-	80-82	2.67
C+	77-79	2.33
C	73-76	2
C-	70-72	1.67
D+	67-69	1.33
D	60-66	1

F	0-59	0
I	Incomplete	0

Grade Point Average

A student's grade point average (GPA) is computed by dividing the total number of grade points earned by the number of credit hours for which grades were awarded. The grade points are calculated by multiplying the grade quality points for the grade earned for each course by the number of credit hours associated with course.

A student's academic average is stated in a cumulative grade point average (CGPA), which is based on all grades and credit hours earned to date. Both GPA and CGPA include classes that are required for graduation in the student's current program of study (including electives) and exclude developmental courses and any other courses considered to be ineligible by licensing, state or provincial authorities. The CGPA shows whether a student is meeting the standards of academic progress, is eligible for graduation and is eligible for academic honors. American Sentinel grades on a 4.0 (unweighted) GPA scale.

To graduate, undergraduate students must achieve a minimum cumulative GPA of 2.0, and graduate and doctoral degree students must achieve a minimum cumulative GPA of 3.0.

GPA Calculation Example

Course	Credits	Grade Earned	Grade Points
U.S. History	3	B	3 x 3 = 9
Western History I	3	C	3 x 2 = 6
Intro to Computer Science	3	A	3 x 4 = 12
Advanced Database Systems	3	C	3 x 2 = 6
	12		33

To calculate the semester GPA, add the total grade points, and divide by the number of credit hours attempted. For this example, the semester GPA equals $33/12 = 2.75$.

Cumulative Grade Point Average

The cumulative GPA (CGPA) is the overall cumulative academic average achieved by a student. The CGPA becomes permanent at graduation, except for authorized grade changes. In addition:

- ◇ If a course is repeated, the highest grade is used for the CGPA. Courses may be taken for credit after proficiency or transfer credit has been awarded. The grade earned is then used for both the term GPA and CGPA.
- ◇ Transfer credit may be granted for courses taken at other institutions. Grade points earned at other institutions are not included in the CGPA. However, the course and the grade earned remain on the transcript in the term in which the course was completed.
- ◇ A semester/term GPA is not affected by subsequent course repeats or other adjustments to the CGPA.

Grade Reports

Students have access to their grades at any time during their program. Throughout each course, they will be able to keep track of their progress and check assignment due dates, examination dates and grades.

Failing Grades

An undergraduate student who receives a failing grade of F in a required course must repeat the course and receive a passing grade at American Sentinel University. A course for which an F is awarded is included in the semester or term GPA and cumulative GPA. When the student repeats the course and earns a passing grade, the F will no longer be calculated in the cumulative GPA.

Incomplete Grades

An incomplete grade of I signifies that not all required course work was completed during the term/semester. An incomplete grade is a temporary grade that is assigned only when all of the following conditions are met:

- ◇ The student has been making satisfactory progress in the course, as determined by the instructor.
- ◇ The student is unable to complete some course work because of unusual circumstances that are deemed acceptable by the professor.

If a student meets the above criteria, he or she may be granted an additional 14 calendar days to complete a course (beyond the official published last day of the course). If the student completes the course, he or she earns a final grade for the course.

Credits associated with courses in which a temporary I grade is received count toward total semester credits attempted and minimum cumulative credits completed at American Sentinel. A temporary I grade does not impact the calculation of cumulative GPA. Credits associated with courses in which a temporary I grade is received will count toward the maximum timeframe for completion (see the Satisfactory Academic Progress policy).

Audit Grade

Students are not allowed to audit courses at American Sentinel University.

Pass/Fail Grade

American Sentinel University does not utilize pass/fail grades in courses for academic credit.

Deadline Extensions

Generally, students are not allowed to resubmit assignments that have not been successfully completed. In some situations, and subject to the approval of the course professor, a student may be given the opportunity to resubmit an assignment. In extenuating circumstances, some students may be given an extension of the deadline for an assignment. Deadline extensions must be approved by the course professor.

Academic Appeals

Certain academic actions may be appealed, including:

- ◇ Academic warning and probation
- ◇ Academic dismissal
- ◇ Course grades (discussed further in the Grade Appeals Process below)

Academic appeals must be in writing and must be submitted to the dean prior to the end of the add/drop period of the term. Written appeals will be considered by American Sentinel's provost or the Grievance and Appeals Committee. Written appeals must contain:

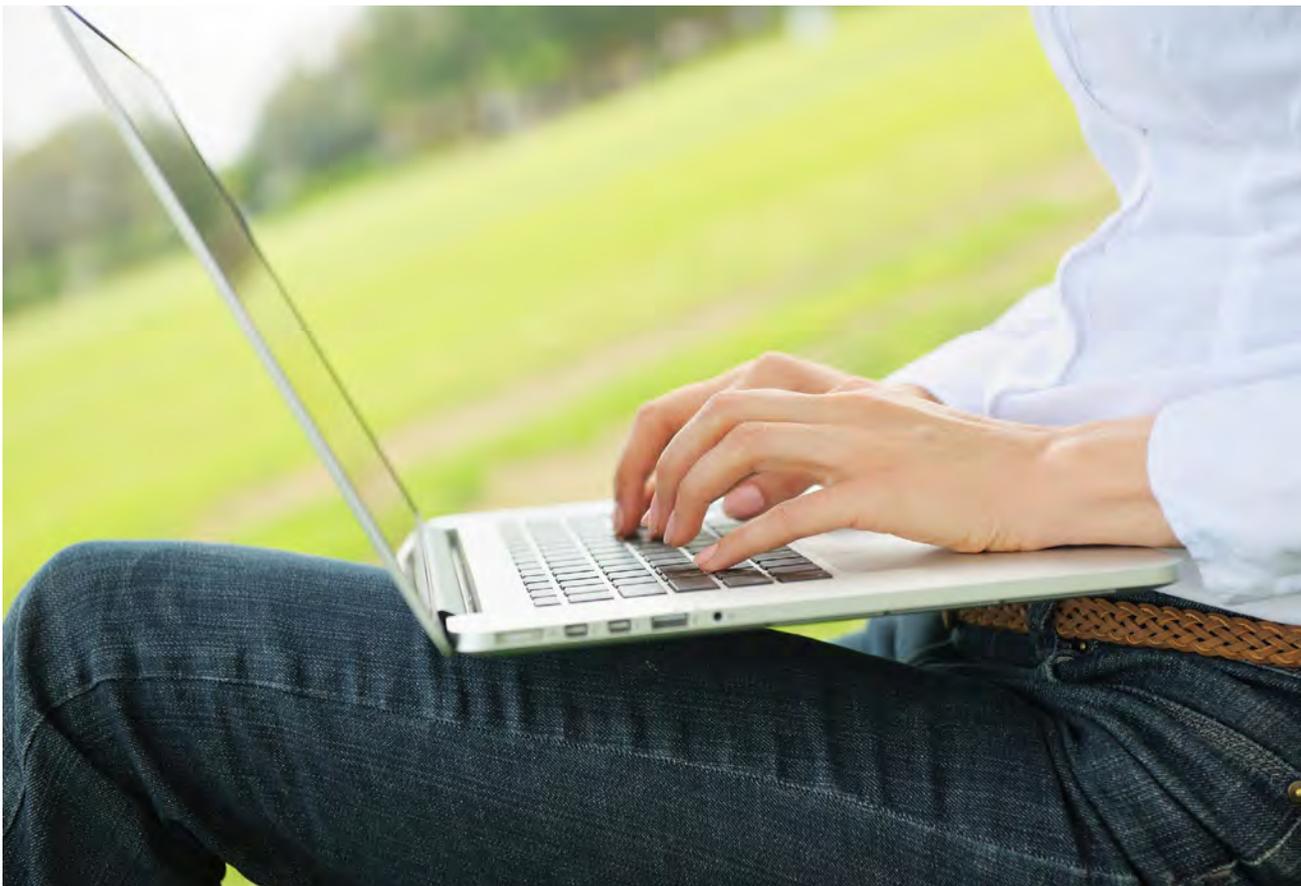
- ◇ The student's name and student ID number
- ◇ The date of appeal
- ◇ The student's program of study
- ◇ The last date of attendance (for inactive students)
- ◇ The reason and nature of the appeal, including the decision or action that is the cause of the appeal
- ◇ The specific relief that is sought by the appeal
- ◇ An explanation and documentation of any extenuating circumstances
- ◇ The student's signature

It is the student's responsibility to meet the appeal deadline by the end of the add/drop period of the new term. The provost or the Grievance and Appeals Committee will take action on the appeal within five business days. Written documentation of the final appeal disposition will become a part of the student's academic file. The student will be notified in writing and will be given a copy of the final disposition, which must be signed and dated. Decisions made by the provost or the Grievance and Appeals Committee are final.

Appeals may be made only under extraordinary or unique circumstances. The student submitting the appeal may be required to meet certain conditions to continue or resume enrollment. Appeals granted with conditions must clearly describe the conditions and any time requirements within which they must be fulfilled. Tracking and follow up on the conditions of the appeal must be recorded and placed in the student's file. A student who fails to meet appeal conditions is subject to immediate dismissal.

Grade Appeals Process

Students who have a disagreement with how an assignment or examination is graded should contact the appropriate faculty member involved. If the instructor discovers an error in grading, the student must return the entire assignment or examination. If warranted, the grade for that assignment or examination may be changed. If so, the instructor must notify the registrar to change the grade in the student's record. If a grade change is not warranted, the instructor provides clarification to the student, explaining why a change will not be made. If the student does not agree with the instructor's change or explanation, the student may appeal this decision as part of an appeal of the final course grade as described below.



Students may appeal final grades if they follow this process:

1. The student must first appeal by email to the faculty member within 30 calendar days after receiving notification of the final grade. The student must clearly state the specifics of his or her appeal. The faculty member will respond to the student by email within seven calendar days of receiving his or her appeal.
2. If the student does not agree with the faculty member's decision, the student may appeal to the dean by email within 14 calendar days of receiving the faculty member's response or, if no response was received, within 14 days of when the student originally sent the appeal. The student should forward a copy of his or her original appeal, the faculty member's response and any additional information that the student believes to be pertinent.
3. If the dean was the faculty member involved, then the appeal should be sent to the provost.
4. The responsible administrative officer (dean or provost) may ask for additional information from the faculty member or student and should communicate the decision to the student by email, including rationale, as soon as possible but within 30 days of receipt of the appeal. All decisions are final.

A student's failure to follow these steps will disqualify any appeal. A student's status does not change during an appeal.

Student Evaluation and Testing Methods

American Sentinel is committed to using the most appropriate evaluation procedures to allow students to demonstrate their mastery of academic content. As courses and programs are diverse, so are the types of evaluation. The university regularly reviews its evaluation procedures to ensure their effectiveness. Students' assessments at the conclusion of each course are reviewed to ensure any student concerns about the appropriateness and impartiality of evaluation methods are addressed.

Many of the evaluation procedures in American Sentinel's courses provide learning experiences that help integrate students' classroom knowledge with their work experience, such as writing computer code for a civic organization, developing organizational plans or developing a health assessment procedure. Applying knowledge this way contributes to the development of students' professional and civic lives.

Course evaluation procedures vary by course. Students are evaluated in one or all of the following methods:



1. Participation – Students are required to participate in activity sessions and/or group discussions online. Regular presence and active involvement is essential for the learning of all students in the course.
2. Synthesis of required readings research paper – Some courses require final research papers that build on prior learning, research and reflection and are designed to show evidence of students' appropriate academic writing style (conforming to the guidelines of the most recent edition of the *Publication Manual of the American Psychological Association* (6th edition, July 2009).
3. Exams – Exams are a formal knowledge-based evaluation methodology. If required, final exams will be scheduled for three to four days following the end of a course. All exams are to be completed within a specified time. Some exams are open book, while others are proctored (taken in the presence of someone who verifies a student's identity).
4. Progress tests – Some courses provide embedded tests, known as progress tests. These are developed by faculty to provide students the opportunity to demonstrate their command of certain content and receive feedback.
5. Written computer code/program assignments – Many courses in American Sentinel's technology degree programs require students demonstrate their understanding of technological concepts by writing computer code or programs.
6. Peer evaluation group assignments – Occasionally, students work in groups on special projects. The peer evaluation process requires peers to assign scores in addition to providing feedback on group assignments. Peer evaluations serve to increase motivation and enhance the learning process.
7. Program evaluation – Students' progress through a degree program is monitored to ensure that overall degree program objectives are being met. American Sentinel has established a set of program objectives, required and elective courses, prerequisites, suggested program tracks and suggested career ladders to ensure students meet both program and overall course objectives. Faculty regularly review students' progress to maintain high academic and professional standards.

Proctored Examinations

Examinations at American Sentinel University are designed specifically for the distance education setting. Some exams must be proctored (taken in the presence of another person who verifies the student's identity).

Proctored exams must be requested by students prior to the last day of the course. Students are strongly encouraged to request their exams early to ensure that they can take and return them within the allotted timeframe. Proctored exams must be completed within one week of the end of the course. Students who fail to request the exam before the course end date will not be allowed to take the final exam.

Students are allowed to access their textbook during proctored exams however, notes and other study materials may not be used. Students are not permitted to access to the Internet during the exams. All proctored exams have set time limits, which will be explained by the proctor before the exam begins.

Proctor Requirements

Students are responsible for selecting a person of good character with sound credentials as their proctor. Students are responsible for paying all costs related to proctoring exams as set by the proctoring individual or organization.

Students must select a proctor from one of the following groups.

- ◇ Librarians: American Sentinel University prefers that librarians proctor exams. Libraries make excellent settings for taking examinations and librarians generally have significant experience proctoring exams. There may be a small proctoring fee charged by librarians.
- ◇ Testing centers: Testing centers for taking proctored exams are members of the National College Testing Association (NCTA). NCTA is an organization of testing professionals in post-secondary institutions and testing companies. NCTA has more than 700 members in the United States. The Consortium of College Testing Centers (CCTC) is a free referral service provided by the NCTA to facilitate distance learning. The purpose of the CCTC is to make test administration services available to students at locations close to where they live or work (www.ncta-testing.org/cctc).
- ◇ Supervisors or human resource representatives: Students may ask their supervisor at their job or their human resource representative to serve as a proctor. In this case, students may have to schedule their exam during work hours and should first discuss this with their supervisor.
- ◇ Other: Students may ask a minister, rabbi, law enforcement officer, teacher, principal or other educational administrator to serve as a proctor.

Unacceptable/disallowed proctors: Family members, friends, current American Sentinel students or anyone with a personal connection to the student.

Proctor Approval

Proctors must be approved by American Sentinel University before they will be authorized to administer exams. The student must submit the proctor's credentials for review and approval before requesting his or her exam. The proctors will receive an agreement form from American Sentinel University that must be signed and returned prior to proctoring any examination. If an examination is received using a proctor that has not previously been approved, the exam will be returned ungraded.

Once the proctor is approved, a student may continue to use the same proctor throughout his or her time at American Sentinel. New proctors must be approved (and previously used proctors must be re-approved) if:

- ◇ The student's relationship with proctor changes.
- ◇ New credential information arises.
- ◇ The student relocates.
- ◇ The student chooses a new proctor.

American Sentinel University routinely verifies proctor information. If a student is found to have falsified proctor information, the student will be expelled under the Student Responsibilities Policy.

Graded Final Exam Policy

Graded final exams will not be returned to students. The proctor should make a copy of the student's answers for the paper exam before returning it to American Sentinel University. The proctor should keep this copy for two months, after which time the proctor may destroy this copy. The student should not keep a copy of the test questions or answers; only the proctor should have a copy. The test questions received from American Sentinel University should be destroyed by the proctor.

GRADUATION POLICIES

Academic Eligibility Requirement

Candidates for graduation must successfully complete all curriculum requirements and hold a cumulative GPA of at least 2.0 for undergraduate degrees and 3.0 for graduate degrees. Additionally, a minimum portion of the program requirements must have been met through course work successfully completed at American Sentinel University.

- ◇ Bachelor's-level candidates for graduation must complete a minimum of 25 percent of their required course work at American Sentinel (not through articulation or transfer credit). If an undergraduate student transfers 80 percent of the courses required for a certain degree to American Sentinel, he or she must still take 25 percent of the degree's required curriculum.
- ◇ Master's-level candidates for graduation must complete a minimum of 50 percent of their required course work at American Sentinel.

Graduation Date

A student's graduation date falls on the last day of the month in which he or she successfully completes his or her course work (and fulfills all record and financial obligations to the university), not the date of the final course completion or the date of the commencement ceremony. This date will appear on the transcript, degree, diploma or certificate, as well as in all external reports and verifications of graduation. The registrar is responsible for making sure all graduation dates are correct. The dean or designee must verify academic eligibility and release a final graduation list. The dean will not certify anyone for graduation with an outstanding financial balance.

All students receiving federal financial aid are given an expected graduation date at the time of enrollment. The registrar adjusts the expected graduation date based on changes in a student's progress through the program. Adjusting expected graduation dates is an ongoing process.

Degree, Diploma and Certificate Format

Upon determining a student's eligibility for graduation, the university will confer the appropriate degree, diploma or certificate. All degrees, diplomas and certificates awarded include the following information:

- ◇ Graduate's name
- ◇ Name of the school, city and state
- ◇ Title of the degree, diploma or certificate
- ◇ Latin honors
- ◇ The American Sentinel seal
- ◇ Signature of the chief administrators

Posthumous Degrees or Diplomas

A posthumous degree or diploma may be awarded at the discretion of the provost and the president.

Late Graduates

If all graduation requirements are met by the last day of the add/drop period following the expected graduation date, the graduate will receive a degree, diploma or certificate bearing the graduation date of the term that just ended. If a student does not resolve any graduation deficiencies until after this deadline, he or she will be considered a late graduate. Late graduates will graduate with the next available class after resolving all academic graduation deficiencies. Any exceptions to this policy involving extensions beyond the final graduation deadline must be approved and documented by the provost.

Disclaimers in Commencement Programs

Commencement programs contain a disclaimer that the students listed are candidates for graduation. Honors categories also include a disclaimer that honors categories are determined by the cumulative GPA as of the second-to-last term and

will be recalculated based on the final term's grades. Students may participate in the commencement ceremony if they are within nine credit hours of graduation.

Latin Honors

The Latin honors program recognizes academic excellence achieved throughout the duration of a student's entire undergraduate career. Eligibility for the three designations of Latin Honors (summa cum laude, magna cum laude and cum laude) is based on the cumulative GPA for all course work completed at American Sentinel University.

Students are recognized at commencement and on their diploma with honors levels:

Summa Cum Laude	Magna Cum Laude	Cum Laude
3.9 and up	3.75-3.89	3.5-3.74

Library and Learning Resources

American Sentinel University provides library and information resources and services seven days a week for students and faculty. Resources meet or exceed the standards required by regulatory and accrediting bodies, including state professional licensing boards. The library gateway page is the central access point for all library resources and services. Resources are organized by program and alphabetically with both licensed commercial resources and appropriate open source sites. Reference assistance is by email using short videos, live chat, research guides and other library instructional tools. Information about how to use the library is included in the student orientation.



SATISFACTORY ACADEMIC PROGRESS (STUDENTS NOT RECEIVING TITLE IV, FEDERAL FINANCIAL AID)

All American Sentinel University degree programs require that students meet certain criteria in order to graduate. These requirements are program specific, as follows:

Associate of Science Programs

- ◇ A cumulative grade point average of 2.0 or higher is required to graduate.
- ◇ Undergraduate students will receive credit for courses in which they earn a grade of D or higher. However, if a student's GPA falls below 2.0, he or she may be placed on academic probation.

Bachelor of Science Programs

- ◇ A cumulative grade point average of 2.0 or higher is required to graduate.
- ◇ Undergraduate students will receive credit for courses in which they earn a grade of D or higher. However, if a student's GPA falls below 2.0, he or she may be placed on academic probation.

Master of Science Programs

- ◇ A cumulative grade point average of 3.0 or higher is required to graduate.
- ◇ Graduate students will receive credit for courses in which they earn a grade of B- or higher. Credit will not be granted for grades of C+ or below. Students with a B- may proceed, but must maintain an overall GPA of 3.0. Students who earn a grade of C or lower in a graduate course must repeat the course and earn at least a B in order to complete the program of study.

Doctoral Programs

- ◇ A cumulative grade point average of 3.0 or higher is required to graduate. Doctoral students will receive credit for courses in which they earn a grade of B or higher. Credit will not be granted for grades of B- or below. Students who earn a grade of B- or lower in a doctoral course must repeat the course and earn at least a B to complete the program of study.

SATISFACTORY ACADEMIC PROGRESS (TITLE IV, FEDERAL FINANCIAL AID RECIPIENTS ONLY)

American Sentinel University's Satisfactory Academic Progress (SAP) policy is a cumulative measure of a student's academic performance and includes all terms and semesters of the student's enrollment at the university. Both quantitative and qualitative standards are used to evaluate SAP.

American Sentinel evaluates a student's SAP at the end of each semester/ payment period for students receiving federal financial aid. American Sentinel will notify any student who is failing to achieve SAP standards in writing. The following chart provides the minimum quantitative and qualitative requirements:

Satisfactory Academic Progress Level	Total Semester Credits Attempted (including transferred credits*)	Minimum Cumulative Credits Completed	Minimum CGPA Required for Financial Aid
Associate Degree	0-24	67%	1.50
	25-45	67%	1.75
	46+	67%	2.00
Bachelor's Degree	0-45	67%	1.50
	46-60	67%	1.50
	61-90	67%	1.75
	91+	67%	2.00

*Credits transferred in from another college or university via an official transfer credit evaluation are factored into the above calculation but transfer credits do not affect the student's GPA calculation.

- ◇ A course withdrawal (W) assigned after the add/drop week is not included in the GPA but is considered towards a student's non-completion of attempted course work.
- ◇ An incomplete (I) grade is not included in the GPA but is considered towards a student's non-completion of attempted coursework until the grade is replaced with a permanent grade and the progress can be re-evaluated.
- ◇ A failing (F) grade or an attendance failure (AF) are treated as attempted credits that were not earned and are included in both qualitative and quantitative calculations.

Maximum Timeframe for Completion

All students who receive federal financial aid under Title IV of the Higher Education Act are required to complete their programs of study within 150% of the published length of the program. The following maximum timeframes apply to each American Sentinel degree program:

- ◇ Associate degrees – The published length is 60 semester credits. The maximum period must not exceed 90 total semester credits attempted.
- ◇ Bachelor's degrees – The published length is 120 semester credits. The maximum period must not exceed 180 total semester credits attempted.
- ◇ Master's degrees – The published length is 36 semester credits. The maximum period must not exceed 54 total semester credits attempted.

Students residing in the state of Arkansas should refer to the State Regulatory section of the catalog for specific information regarding credit hour requirements and the impact that might have to their financial aid.

Repeated Courses Counted Toward Maximum Timeframe for Completion

Students receiving Title IV federal financial aid may repeat a course in accordance with American Sentinel's academic policy. Credits from both course attempts will be counted in total semester credits attempted and in minimum cumulative

credits completed at American Sentinel, but only the highest grade received will be included in the calculation of minimum cumulative GPA. Credits from both course attempts will also count toward the maximum timeframe for completion.

Academic Progress Warning and Probation

The first offense will result in the student being placed on an academic progress warning. The student will have one additional evaluation period to correct the deficiency and meet the minimum requirements at the next evaluation point. This warning period will be whatever time is required for the student to attempt a minimum of 12 credits. Student will be notified via email and can continue to take courses during this time. Cumulative GPAs are calculated using grades earned only at American Sentinel.

The second offense will result in the student being placed on academic progress probation. The student will have one additional evaluation period to correct the deficiency and meet the minimum requirements at the next evaluation point. This probation period will be whatever time is required for the student to attempt a minimum of 12 credits. Student will be notified via email, can continue to take courses during this time but will be placed on a probation hold.

The third consecutive offense will result in the student being dismissed from the university.

Students placed on academic warning, probation or suspension will be provided with written notification that continued unsatisfactory progress will result in termination from American Sentinel University.

Appeal of Dismissal

A student who is dismissed from any of American Sentinel University's programs may appeal for reinstatement by submitting a written appeal to the dean. The appeal must contain verifiable documentation of mitigating circumstances that contributed to poor academic performance and must be submitted at least one month prior to the desired start date. If the appeal is accepted, the student may enroll in the next available semester/term. Students will remain on academic probation until successful completion of the first semester/term upon readmission.

Academic Progress Appeals

Certain academic actions require notification and may be appealed. These can include:

- ◇ Academic warning and probation
- ◇ Academic dismissal

Academic appeals must be in writing and must be submitted to the dean prior to the end of the add/drop period of the subsequent term. Written appeals will be considered by the institution's provost or the Grievance and Appeals Committee.

Written appeals must contain:

- ◇ The student's name and student ID number
- ◇ The date the appeal was submitted
- ◇ The student's program of study
- ◇ The last date of attendance for inactive students
- ◇ The reason and nature of the appeal, including the decision or action appealed from
- ◇ The specific relief that is sought by the appeal
- ◇ An explanation and documentation of any extenuating circumstances
- ◇ The student's signature and date of appeal

It is the student's responsibility to meet the appeal deadline by the end of the first week of the new term. The provost or the Grievance and Appeals Committee will take action on the appeal within five business days. Written documentation of the final appeal disposition will become a part of the student's academic file. The student submitting the appeal will be notified of the final disposition in writing and will be given a copy of the final disposition which must be signed and dated. Decisions made by the provost or the Grievance and Appeals Committee will be final.

Appeals may be made only under mitigating circumstances. The student submitting the appeal may be required to meet certain conditions to continue or resume enrollment. Appeals granted with conditions must clearly describe the conditions and any time requirements within which they must be fulfilled. Tracking and follow up on the conditions of the appeal must be recorded and placed in the student's file. A student who fails to meet appeal conditions is subject to immediate dismissal.

Financial Aid Warning and Probation

Failure to maintain Satisfactory Academic Progress (SAP) may result in academic probation and loss of federal financial aid. SAP is measured after each payment period (at the end of each semester) for financial aid students. If a review of the student's academic record indicates SAP has not been met, the student will be given a financial aid warning. The student will remain eligible for federal student aid for one semester, after which SAP will again be reviewed. Students will receive a financial aid warning letter via email.

Financial Aid Denied Status

If the cumulative GPA and completion rate continues to be less than the minimum standard at the end of the probationary evaluation period, the student will lose eligibility for Title IV federal financial aid. The student must successfully appeal ineligibility for Title IV to be placed on probation. No aid will be disbursed during the subsequent semesters unless the student makes an appeal and the appeal is granted for that semester. There are no exceptions to this requirement. Students given Financial Aid Denied status will be notified via email and will be given a deadline for appeal.

Financial Aid Denied Status Appeals Process

The student must submit a written appeal of Financial Aid Denied status to the Financial Aid Office before the deadline mentioned in their initial email discussing their status (see previous section). The appeal must include documentation of the circumstance that led to his or her inability to meet SAP standards as well as a description of how they will be able to meet SAP at the end of the next payment period. Circumstances that may be considered acceptable include death of a family member, unexpected injury or illness of the student, or other circumstances as supported with documentation.

The Financial Aid Appeals Committee will review the appeal and notify the student in writing of their decision after the Appeals Committee meets and makes its determination. Appeals will not be granted unless the student's proposed enrollment in the upcoming semester would be adequate to reestablish their progress under these standards.

All decisions of the Financial Aid Appeals Committee are final.

Re-Establishment of Financial Aid Eligibility

Once a student submits a written letter of appeal regarding their failure to make SAP and the Financial Aid Appeals Committee grants the appeal, the student is placed on financial aid probation for the next payment period. At the end of that probationary semester, the student's SAP status will be reevaluated. The student must meet all SAP requirements at the end of that semester or they will return to Financial Aid Denied status and must reestablish eligibility.

Transfer and Readmitted Students/Students Changing Majors

If a student transfers to American Sentinel from another institution, the transfer credits accepted by the university will count as total semester credits attempted and total semester credits completed. The grades from such credits, however, will not be included in the calculation of minimum cumulative GPA.

If a student is readmitted to American Sentinel, credits that are applicable to the student's current program will count as total semester credits attempted, and credits from American Sentinel will count toward the student's minimum cumulative credits completed at American Sentinel. The grades from such credits will be included in the calculation of minimum cumulative GPA.

If a student changes majors, American Sentinel credits applied to the new program of study will count as total semester credits attempted and count toward the student's minimum cumulative credits completed at American Sentinel. The grades from such credits will be calculated into the minimum cumulative GPA.

Incomplete Grades

Credits associated with courses in which a grade of incomplete (I) is received will count toward total semester credits attempted and in minimum cumulative credits completed at American Sentinel. Such credits will also count toward the maximum timeframe for completion. An I grade does not impact the calculation of cumulative GPA.

Institutional Credit

Institutional credit is granted when developmental, college success remedial or skills classes are successfully completed. These credits are included in the total semester credits attempted but are not included in minimum cumulative credits completed at American Sentinel or the minimum cumulative GPA.

TRANSFER CREDIT POLICIES

General Criteria for Evaluating Transfer Credit

- ◇ American Sentinel's Evaluation Committee assesses the credit transfer value of educational work completed elsewhere. The committee bases their decision on course content, age and other factors as appropriate. Additional documentation, such as course descriptions and/or syllabi, may be requested. Courses specific to a business or technology major taken more than eight years prior to enrolling at American Sentinel are less likely to transfer due to changing technology and business practices, however, the final decision will be based on a variety of factors.
- ◇ All evaluations are based on the unit's credit (i.e. quarter or semester hours). Courses must be equal to four or more quarter hours to be considered for transfer. See chart below.
- ◇ The courses must have been college level. Credits earned in development course work and English-as-a-Second-Language courses may not be transferred into American Sentinel.
- ◇ The undergraduate course must have been completed with a grade of C or better. A numeric average of 70 percent or better is required for schools not using a traditional grading scale.
- ◇ The graduate course must have been completed with a grade of B or better. A numeric average of 83 percent or better is required for schools not using a traditional grading scale.
- ◇ American Sentinel does not award transfer credit for doctoral programs.
- ◇ Credit earned at foreign institutions must be externally evaluated by a foreign credential evaluator approved by the National Association of Credential Evaluation Services or American Association of Collegiate Registrars and Admission Officers (unless the school has a trained foreign credential evaluator). See www.naces.org or www.aacrao.org for a list of approved evaluators.
- ◇ Military course work must be evaluated according to the criteria of the America Council on Education.
- ◇ Provided all course objectives are met, a mismatch of one unit of credit between the American Sentinel degree program course and the external course is allowed. For example, if a course was worth two credits at a prior institution, American Sentinel may choose to "round up" if all course objectives are met and award the student three transfer credits.
- ◇ One quarter hour is equivalent to two-thirds of a semester hour. Quarter hours are converted as follows:
 - Quarter credit hours x 0.67 = Semester credit hours

Converting Quarter Hours to Semester Hours: Table 1

Quarter Hours	Semester Hours								
1=	0.67	21=	14	41=	27.33	61=	40.67	81=	54
2=	1.33	22=	14.67	42=	28	62=	41.33	82=	54.67
3=	2	23=	15.33	43=	28.67	63=	42	83=	55.33
4=	2.67	24=	16	44=	29.33	64=	42.67	84=	56
5=	3.33	25=	16.67	45=	30	65=	43.33	85=	56.67
6=	4	26=	17.33	46=	30.67	66=	44	86=	57.33
7=	4.67	27=	18	47=	31.33	67=	44.67	87=	58
8=	5.33	28=	18.67	48=	32	68=	45.33	88=	58.67
9=	6	29=	19.33	49=	32.67	69=	46	89=	59.33
10=	6.67	30=	20	50=	33.33	70=	46.67	90=	60
11=	7.33	31=	20.67	51=	34	71=	47.33	91=	60.67
12=	8	32=	21.33	52=	34.67	72=	48	92=	61.33
13=	8.67	33=	22	53=	35.33	73=	48.67	93=	62
14=	9.33	34=	22.67	54=	36	74=	49.33	94=	62.67
15=	10	35=	23.33	55=	36.67	75=	50	95=	63.33

16=	10.67	36=	24	56=	37.33	76=	50.67	96=	64
17=	11.33	37=	24.67	57=	38	77=	51.33	97=	64.67
18=	12	38=	25.33	58=	38.67	78=	52	98=	65.33
19=	12.67	39=	26	59=	39.33	79=	52.67	99=	66
20=	13.33	40=	26.67	60=	40	80=	53.33	100=	66.67

Converting Quarter Hours to Semester Hours: Table 2

Quarter Hours	Semester Hours								
101=	67.33	121=	80.67	141=	94	161=	107.33	181=	120.67
102=	68	122=	81.33	142=	94.67	162=	108	182=	121.33
102=	68.67	123=	82	143=	95.33	163=	108.67	183=	122
104=	69.33	124=	82.67	144=	96	164=	109.33	184=	122.67
105=	70	125=	83.33	145=	96.67	165=	110	185=	123.33
106=	70.67	126=	84	146=	97.33	166=	110.67	186=	124
107=	71.33	127=	84.67	147=	98	167=	111.33	187=	124.67
108=	72	128=	85.33	148=	98.67	168=	112	188=	125.33
109=	72.67	129=	86	149=	99.33	169=	112.67	189=	126
110=	73.33	130=	86.67	150=	100	170=	113.33	190=	126.67
111=	74	131=	87.33	151=	100.67	171=	114	191=	127.33
112=	74.67	132=	88	152=	101.33	172=	114.67	192=	128
113=	75.33	133=	88.67	153=	102	173=	115.33	193=	128.67
114=	76	134=	89.33	154=	102.67	174=	116	194=	129.33
115=	76.67	135=	90	155=	103.33	175=	116.67	195=	130
116=	77.33	136=	90.67	156=	104	176=	117.33	196=	130.67
117=	78	137=	91.33	157=	104.67	177=	118	197=	131.33
118=	78.67	138=	92	158=	105.33	178=	118.67	198=	132
119=	79.33	139=	92.67	159=	106	179=	119.33	199=	132.67
120=	80	140=	93.33	160=	106.67	180=	120	200=	133.33

Maximum Allowable Transfer Credits

Credits may be transferred from other institutions to count toward required credits for graduation from American Sentinel University. Transfer credits may include a combination of credits for prior education, professional certifications and life-work experience.

- ◇ Associate Degrees: Up to 75 percent* of the required credit hours for graduation may be transferred.
- ◇ Bachelor's Degrees: Up to 75 percent* of the required credit hours for graduation may be transferred.
- ◇ Master's Degrees: Up to 50 percent* of the credit required hours for graduation may be transferred.
- ◇ Doctoral Degrees: Transfer credit is not awarded.

*A maximum of 25 percent of the maximum credits transferred for a student's degree requirements may be from professional certifications, prior learning assessment and test outs.

Core Course Requirements

The core course requirements cover the knowledge and technical skills required for success in a program's major subject and, typically, only course credit (not transfer credit) may be awarded in these areas. For this type of credit, the transfer credit evaluator must validate the comparability of the external course work with the specific course. Discipline credit may be awarded for core course requirements when the dean deems it appropriate.

General Education Requirements

American Sentinel believes in the importance of general education as a way to broaden students' perspectives and extend their range of learning. The university's catalog defines the courses within the general education curriculum. Discipline credit may be awarded when a transferred course falls within the same discipline as a specific degree related course even if it does not meet the strict requirements for a specific course.

Students residing in the states of Arkansas and Minnesota should refer to the State Regulatory section of the catalog for specific information regarding their general education requirements.

Provisions for Students Possessing Bachelor's Degrees

The general education component of a bachelor's degree granted by a regionally or national accredited school will be recognized by American Sentinel. For programs with freshman-level entry, transfer students possessing bachelor's degrees receive course area credit for most general education courses, regardless of the disciplines studied.

Transfer Credit Documentation

The awarding of external transfer credit will be clearly documented in each student's file. Student files will include an original transcript(s) from the previous institution(s).

Transfer Credit Policy Doctoral Courses

No doctoral level courses will be accepted for transfer. All credits must be taken at American Sentinel University.

Articulation Agreements

American Sentinel University maintains lists of acceptable courses from other institutions to promote consistency and to reduce the effort involved in the transfer credit process. Formal articulation agreements require the approval of the president and the provost.

Credit for Prerequisite Courses

Advanced courses frequently have prerequisite courses that cover material required for the subsequent course. For this reason, if a student receives transfer credit for an advanced course, transfer credit is not awarded for the prerequisite course if the student did not take the corresponding course. Additionally, the requirement to take the prerequisite course will not be waived. Students who believe they have mastered prerequisite course material may request proficiency examinations.

Proficiency Credit

American Sentinel University offers students the opportunity to demonstrate proficiency in a course's content and receive course credit by examination or portfolio review. Proficiency exams may be developed and administered by the dean or they may be administered by a national program such as CLEP, DANTES or AP. Credit received this way will be noted as proficiency credit on the student's transcript but will not be included in GPA or rate of progress calculations. Such credit will be included in the timeframe measurement calculation. If a student receives proficiency credit and later enrolls in the course, the grade earned in the course will be used in the GPA calculation.

Students are responsible for requesting proficiency examinations. Such a request is granted if an examination is available and the dean or designee believes the student's experience or training warrants such an evaluation. The dean is responsible for developing proficiency examinations, for maintaining the examination procedures that ensure the integrity of the examinations process and for setting fees as outlined in the academic catalog or student handbook. Proficiency examination requests will not be honored if the student:

- ◇ Is currently enrolled in the course beyond the add/drop deadline.
- ◇ Was previously enrolled in the course for which the exam is being requested.
- ◇ Previously failed the proficiency exam for the course.
- ◇ Previously failed the course.

Any student requesting a proficiency exam who does not have credit for the prerequisite course must obtain approval from the dean. If the proficiency credit is granted, the student must still earn credit for the prerequisite course through proficiency credit, transfer credit or successful completion of the course. All tests and supporting documentation are retained in the student's academic file.



To discuss proficiency testing, a student should contact his or her student success advisor. The student success advisor will contact the dean and the director of academics to initiate the process. Only a pass or fail grade will be issued.

Experiential Learning Portfolio

Adult students bring tremendous assets to the classroom through their personal and professional experiences. Such students' desire to learn and gain a deeper understanding of the subject matter raises the expectation of the adult learning experience to a higher standard. American Sentinel recognizes this and understands that learning is a lifelong activity and that many life learning experiences have a value equivalent to college-level learning. The experiential learning portfolio (ELP) is a method whereby learning gained through an individual's life is evaluated for possible college credit toward an American Sentinel course. The student assembles and submits a portfolio, which is evaluated by faculty subject-matter experts. Developing an ELP for a course requires considerable effort, as the student must demonstrate that life learning has provided the equivalent of at least 80 percent of the learning objectives for the course. Evaluation of credit earned through ELP is available only to enrolled students.

Professional Training/Certification Credit

Proficiency credit for certain courses may be granted to students who hold current specific industry-recognized professional certifications. Such certifications will be reviewed by the provost, dean or a designee for proficiency credit. Where available, the ACE College Credit Recommendation Service (www.acenet.edu) should be used to assess such certifications or training. Evaluation and supporting documentation should be retained in the student's academic file.

Transferability of American Sentinel University Credit

American Sentinel University has no control over whether or not another university will accept its credits as transfer credits. Many do, however, decisions about transfer of credit are made by individual colleges and universities. There are many reasons that credits might not transfer. Sometimes there is not an appropriate match in curricular content between two schools. Students should contact the registrar at the university in question to determine whether credits from American Sentinel will transfer to that institution. For additional information related to the transferability of credits, visit www.chea.org and read the handbook on the *Fundamentals of Accreditation*, and www.detc.org (American Sentinel's accrediting body) and read *Student Guide to Transfer of Credit*.

FINANCIAL POLICIES

Refund Policy

Dropping a Course

Based on the effective date of a student's course drop from American Sentinel, the student may be eligible for a refund of some of all of the tuition paid. Course refunds are calculated as follows:

Drop Date	Refund Amount
During Week 1	100%
During Week 2	80%
During Week 3	60%
During Week 4	40%
During Week 5	20%
After Week 5	No refund, students may not drop after week 5.

Refunds will be processed and paid to the student within 30 days of the effective date of the course drop.

DNP programs: the refund policy is the same for all courses, including those that have a residency component.

Withdrawing from the University

Based on the effective date of a student's withdrawal from American Sentinel, the student may be eligible for a refund of some or all of the tuition paid. If the effective date of the withdrawal is during the first term in a semester, a student will receive a refund of 100 percent of the tuition cost of enrolled courses in the second term of the semester plus a refund of a percentage of the tuition cost of any enrolled courses in the first term based upon the following chart:

Withdrawal Date	Refund Amount
During Term 1- Week 1	100%
During Term 1 - Week 2	80%
During Term 1 - Week 3	60%
During Term 1 - Week 4	40%
During Term 1 - Week 5	20%
After Week 5	No refund

If the effective date of the withdrawal is during the second term of the semester, no refund is due for first-term courses. The student will receive a refund for second-term courses based upon the number of weeks completed based upon the following chart.

Withdrawal Date	Refund Amount
During Term 2- Week 1	100%
During Term 2 - Week 2	80%
During Term 2 - Week 3	60%
During Term 2 - Week 4	40%
During Term 2 - Week 5	20%
After Week 5	No refund

Refunds will be processed and paid to the student within 30 days of the effective date of the withdrawal.

FINANCIAL ASSISTANCE PROGRAMS

American Sentinel University has financial aid professionals to assist students in obtaining financial assistance to pay for their educational expenses. Available resources include federal financial aid and student loans from private lenders. Federal assistance programs are administered by the U.S. Department of Education. Any U.S. citizen, national or person living permanently in the United States who is enrolled or accepted for enrollment may apply for such assistance. Every student considering applying for financial aid should request a copy of the current Student Guide, published by the U.S. Department of Education. This important document may be obtained from American Sentinel's Financial Aid Office and helps students understand eligibility requirements, the federal financial aid application process, deadlines and the various forms of aid available.

Enrollment Status

A student's enrollment status (the number of credits for which he or she is registered in a semester) will influence the amount of federal student aid a student will receive. To be eligible for federal student aid, students must enroll at least half time in consecutive semesters. Undergraduate students need a minimum of six credits per semester and graduate students at least three credit hours in order to be considered half time. Undergraduate students enrolled in only three credits per semester (less than half time) may be eligible for a Federal Pell Grant, however, less-than-half-time status is ineligible for federal student loans and loan deferment.

Available Loans and Grants

Federal Pell Grant

The federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are usually awarded to undergraduate students who have not earned bachelor's or professional degrees. Pell Grants are considered need based and are awarded based upon the student's enrollment status as a full-time or part-time student. Apply online at <https://fafsa.ed.gov/>

Federal Direct Student Loan Program

Subsidized and Unsubsidized Stafford Loans

Stafford Loans are administered through the Financial Aid Office in cooperation with the William D. Ford Federal Direct Loan Program. Federal loans can be obtained at low interest rates. For Direct Subsidized Loans, the federal government pays the interest for the student while he or she is in school and during the deferment period. For Direct Unsubsidized Loans, the student is responsible for the interest accrued while in school, grace and deferment periods. Students must be enrolled at least half time to be eligible for Direct Stafford Loans.

There is no mandated credit check for Stafford Loans; however, if a student has defaulted on a previous student loan, he or she may not be eligible for federal funding until the unpaid balance is cleared. Repayment of federal loans ordinarily does not begin until six months after graduation or the last day of attendance.

Federal Direct PLUS Loans for Parents

Parents of dependent students may be eligible to obtain a Direct PLUS Loans for Parents. The amount of the PLUS Loan cannot exceed the student's cost of attendance less any other student aid awarded. The terms and conditions applicable to Direct PLUS Loans require a credit check to determine that the applicant does not have an adverse credit history. The parent must begin repaying the servicer of the loan when the loan is fully disbursed. The first payment is due 60 days after the final disbursement. Payments include both principal and interest accumulated on the loan. Interest on Direct PLUS Loans for Parents is fixed at 7.9 percent.

Veterans' Benefits

Students who may be eligible for veterans' benefits should contact their regional Veterans Administration Office or visit www.gibill.va.gov for more information. If a student qualifies for VA benefits, the Financial Aid Office at American Sentinel is required to certify benefits using the VA-Once system database, which has replaced the form 22-1999, in order for the student to receive the funds.

NOTE: To determine a veteran student's eligibility for the above programs, the Free Application for Federal Student Aid must be completed: www.fafsa.ed.gov.

Verification

A student's Free Application for Federal Student Aid (FAFSA) may be selected by the U.S. Department of Education for a process called "verification" to verify the information on the application. Students must provide truthful and accurate information. Students who are selected for verification will be contacted by American Sentinel's Financial Aid Office and given a verification worksheet that includes specific requirements, deadlines and consequences of non-compliance. To complete verification and remain eligible for financial aid, the student must submit the verification worksheet as well as tax/income information as directed by the Financial Aid Office.

For more information regarding the policies and procedures of verification, please contact American Sentinel's Financial Aid Office 800.729.2427.

Return of Title IV Funds

If a student withdraws from American Sentinel University and the student received Title IV student financial assistance during the semester, the university must determine the amount of Title IV funds a student has earned at the time of withdrawal using the return of Title IV funds formula. The Title IV Student Financial Assistance program rules may require a return to the federal government all or a portion of the amounts disbursed during the semester.

The amount of financial assistance earned by a student is based upon the amount of time the student attended the university and the courses attempted and completed during the semester. A pro rata schedule is used to determine the amount of Title IV assistance funding the student has earned at the time of withdrawal. After the 60 percent point in the semester, a student has earned 100 percent of the Title IV funds. (Sample return of Title IV calculations are available from the university's Financial Aid Office.)

The percentage of the semester completed is determined by dividing the number of calendar days completed in the semester (to include the day the student withdrew) by the total number of calendar days in the semester. Scheduled breaks of at least five consecutive days are excluded from the total number of calendar days (denominator) and the number of calendar days completed in that period (numerator).

Title IV funds must be returned in the following order:

- ◇ Direct Stafford Unsubsidized Loans
- ◇ Direct Stafford Subsidized Loans
- ◇ Direct PLUS Loans for Parents

If funds remain after repaying all loans, those remaining funds must be credited in the following order:

- ◇ Federal Pell Grants
- ◇ Academic Competitiveness Grant
- ◇ National SMART Grant

Return of Federal Student Aid Funds

The university must return the lesser of the following:

- ◇ The amount of federal student aid program funds that the student does not earn.
- ◇ The amount of institutional costs that the student incurred for the payment period (or period of enrollment multiplied by the percentage of funds that was not earned).

If there are additional federal student aid funds that must be returned, the student must return or repay as appropriate:

- ◇ Any federal student loan funds in accordance with the terms of the loan.
- ◇ Any remaining unearned federal student aid program grant funds (not to exceed 50 percent of the grant received).

For post-withdrawal disbursements, the institution is required to return the amount of Title IV funds for which it is responsible no later than 45 days after the date of the student's withdrawal.

If a student earned more aid than was disbursed to him/her, American Sentinel may owe the student a post-withdrawal disbursement, which must be paid as soon as possible but no later than:

- ◇ *For loans:* 180 days from the date the student withdrew.
- ◇ *For grants:* No later than 45 days from the date the student withdrew.

The university is required to notify the student in writing (within 30 days of the date it determined that the student withdrew)



that he or she is eligible for a post-withdrawal disbursement of Title IV loan funds.

If the student (or parent in the case of a PLUS Loan) is eligible to receive a post-withdrawal disbursement of loan funds, the borrower must first confirm in writing whether he or she accepts or declines all or some of the loan funds offered as a post-withdrawal disbursement. A post-withdrawal disbursement of federal grant funds does not require student acceptance or approval and the grant funds may be applied directly to the student's account in order to satisfy tuition and fees, or directly to the student. The university will seek the student's authorization to use a post-withdrawal disbursement for all other education-related charges in addition to tuition and fees.

Withdrawal During a Semester

When a student withdraws from American Sentinel, the Financial Aid Office will review the official date of withdrawal and compare the total number of calendar days in a payment period or period of enrollment (denominator) and the number of calendar days completed in that period (numerator).

Once the calculation of the return of Title IV funds is completed, the amount (if any) of unearned funds are returned to the U.S. Department of Education. Students who have federal funds returned and owe money to American Sentinel are notified by email and a 'balance hold' is placed on the account.

Campus Security and Crime Prevention Information

American Sentinel University complies with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). The university's policy is prepared in cooperation with local law enforcement agencies. Per the Clery Act, nothing in the law shall be construed to permit a school to retaliate, intimidate, threaten, coerce or otherwise discriminate against any individual.

The university attempts to provide students and employees with a safe and secure environment in which to study and work. American Sentinel's offices are open during posted hours and are secured during times the school is not open. American Sentinel does not have a physical campus location or residential facilities for students.

Personal Safety

While the university attempts to provide a safe and secure environment, students, faculty, staff and office visitors are ultimately responsible for their own safety. Safety is enhanced when students and employees take the following precautions:

- ◇ Report all suspicious activities to the local police immediately.
- ◇ Never take personal safety for granted.
- ◇ Avoid walking alone at night.
- ◇ Avoid parking or walking in secluded or dimly lit areas.
- ◇ Carry only small amounts of cash.
- ◇ Never leave valuables unattended.
- ◇ Carry keys at all times and do not lend them.
- ◇ Lock car doors and close the windows when leaving the car.

Reporting a Crime

If a student or employee is aware that a crime has been or is being committed on university property or at a school-sponsored event, the crime should be reported immediately to the local police and the president or the designated safety officer. In an emergency, the local police department can be reached at 911.

The university does not have a campus police or security department. The university works with local law enforcement agencies and refers criminal incidents to the local police department having jurisdiction over such matters.

The university does not tolerate violence or threatening conduct against any members of the university community. This includes criminal acts against people or property, as well as harassment based on sex, race, ethnicity, gender orientation or disability. The university will impose strict disciplinary actions and appropriately involve law enforcement officials should any acts of violence occur on university property or in the online environment.

In addition to any criminal sanctions, the university will impose appropriate disciplinary sanctions if the offender is a student or employee of American Sentinel. The university president should be contacted if someone wishes to file a complaint.

Disciplinary Proceedings

Upon written request, the university will disclose to the alleged victim of a crime of violence or a non-forcible sex offense the results of any disciplinary hearing conducted by the university against the student who is the alleged perpetrator. If the alleged victim is deceased as a result of the crime or offense, the university will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Reporting to the Community

The president will prepare an annual report of criminal offenses and violations for the community. This information will be posted on the campus website. A sample report is below.



Crime Statistics for Aurora, Colorado, the community in which American Sentinel is located:

Offenses Reported to Law Enforcement

City	Year	Population	Violent Crim	Murder and Non-Negligent Manslaughter	Forcible Rape	Robbery
Aurora	2010	325,087	1,449	141	181	507
Aurora	2010	330,740	1,452	12	185	504
Aurora	2010	336,952	1,433	29	179	483

Aggravated Assault	Property Crime	Burglary	Larceny-Theft	Motor Vehicle Theft	Arson
737	10,056	2,291	6,875	890	68
751	9,913	2,149	6,896	868	87
742	10,059	1,791	7,370	898	72

*Data from FBI statistics (http://www.fbi.gov/about-us/cjis/ucr/ucr#ucr_cius)

COMPLAINTS POLICY

If students have any unresolved complaints concerning American Sentinel University programs, they should contact:

Mary Adams
President
American Sentinel University
2260 South Xanadu Way, Suite 310
Aurora, CO 80014
Phone: 303.991.1575
Email: mary.adams@americansentinel.edu

Students residing in the state of Wisconsin: If a complaint is not settled at the institutional level, the student may contact the Wisconsin Educational Approval Board, P.O. Box 8696 Madison, WI 53708-8696, Phone: 608.266.1996

Students residing in the state of Maryland: The institution is subject to investigation of complaints by the Office of the Attorney General of the Maryland Higher Education Commission.

Arbitration

Any disputes or claims (including any claims against American Sentinel or its officers, trustees or employees) shall be resolved by arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association. Judgment on any award by the arbitrator may be entered in any court having jurisdiction. Because such a transaction involves interstate commerce, the Federal Arbitration Act and related federal judicial procedure govern. Any dispute subject to arbitration will not be adjudicated as a class action or a consolidated class arbitration proceeding either in court or under the rules of the American Arbitration Association. A student's responsibility to pay administrative fees, filing fees, processing fees, arbitrator compensation and services charges for arbitration proceedings conducted by the American Arbitration Association will be limited to no more than \$125 for claims under \$10,000 and \$375 for claims between \$10,000 and \$75,000, or for claims not seeking monetary compensation. The arbitrator is allowed to ignore this limit, except as prohibited under applicable arbitration rules, should the arbitrator find that the student filed a frivolous claim(s) or unnecessarily delayed the arbitration proceedings. Except as may be required by law, neither a party nor an arbitrator may disclose the existence, content or results of any arbitration conducted pursuant to this provision without the prior written consent of both parties.

STUDENT RIGHTS AND RESPONSIBILITIES

Student Rights

Every American Sentinel University student has the right to:

- ◇ Appeal academic matters such as school policies, regulations and processes that affect his or her academic progress.
- ◇ Receive academic information in writing at the beginning of a course of instruction and to request further clarification of the following information from the professor/ instructor delivering the course:
 - The course schedule, outline and objectives.
 - The type of teaching/ learning methods to be employed in the course.
 - The methods of assessment of achievement and evaluation procedures.
 - Expectations of academic conduct from the course professor.
- ◇ Make, without fear of reprisal, a responsible complaint of unfairness, harassment or discrimination, and the right to petition the appropriate authority for changes in university policies and procedures.
- ◇ Appeal academic grades.
- ◇ Be honestly and fully informed about the reason for institutional policies and procedures and request change in policies and procedures.
- ◇ Be graded on academic performance and be protected by well-defined procedures designed to prevent prejudiced or capricious evaluation by professors.
- ◇ Have privacy regarding his or her records and the right to examine of such records. This includes the right to be notified in the event of adverse information being placed in the student's official student file.
- ◇ Receive protection from release of information concerning any of his or her files to anyone without the student's prior written consent, in accordance with the Freedom of Information and Privacy Act.

Student Responsibilities

American Sentinel University believes academic integrity is the foundation of the academic community. Every member of the American Sentinel University community is responsible for promoting and maintaining honesty within the institution.

Students shall submit written or other work that is the product of their own efforts and was not accomplished dishonestly. Academic dishonesty includes the following:

- ◇ Copying from another student's paper.
- ◇ Using material not authorized by the course instructor to complete an assignment or examination (for example, referring to the book on a non-open-book exam).
- ◇ Collaborating with another student during an examination without permission.
- ◇ Plagiarism.
- ◇ Collusion by obtaining or giving another student unauthorized assistance in course work.
- ◇ Falsification of any examination, paper, record, assignment or report.
- ◇ Knowingly using, buying, selling, stealing or soliciting contents of an examination, paper, record, assignment or report.
- ◇ Representing oneself as another student for the purpose of taking an examination or allowing oneself to be represented by another for the same reason.
- ◇ Cheating of any kind.
- ◇ Furnishing false or misleading information to school officials or on official records.
- ◇ Forging, altering or misusing the school name, the name of any school employee, documents, records, or identification.
- ◇ Using any technology to infringe upon the rights of others.

- ◇ Using technology (or verbally threatening to do so) to take any action that endangers or impairs the safety, health, life or freedom of any person affiliated with American Sentinel University.
- ◇ Not conducting oneself in a professional and courteous manner in the classroom environment.
- ◇ Violating any policy of American Sentinel University. Violators may also be in breach of student responsibilities and subject to action up to and including dismissal from the university.

Student Code of Conduct

The Code of Student Conduct serves only as a guide of acceptable due process procedures. The administration of American Sentinel University has the authority to modify or change the Code of Student Conduct at any time. The student is responsible for obtaining all published materials and updates to this code from the student website.

The primary concern of American Sentinel University is its students. American Sentinel attempts to provide an environment that is conducive to academic endeavor and social and individual growth. Enrollment at American Sentinel is considered implicit acceptance of the rules, regulations and guidelines governing student behavior. American Sentinel reaffirms each student's privilege of exercising certain rights, including the right to appropriate due process in any disciplinary matter.

Nursing Code of Conduct

Nursing students are expected to function within the framework of the American Nurses Association Code of Ethics for Nurses. Students may purchase the Code of Ethics for Nurses by contacting the American Nurses Association Publishing Company or may view the code online at <http://nursingworld.org/MainMenuCategories/EthicsStandards/CodeofEthicsforNurses.aspx>.

Categories of Misconduct

Misconduct for which students are subject to discipline falls into the following categories:

Acts of dishonesty:

- ◇ Academic dishonesty including but not limited to cheating and plagiarism.
 - Cheating includes (1) acquiring information for specifically assigned projects from another student, working with one or more persons on an exam that is to be taken as an individual or observing work from another individual's exam; (2) providing information to another student for an exam that is meant to be taken individually or copying and giving out the exam or content prior to the exam time.
 - Plagiarism includes (1) failing to credit sources used in a work product in an attempt to pass off the work as one's own; (2) attempting to receive credit for work performed by another person or student, including papers obtained in whole or in part from individuals or other sources.
 - Falsifying information includes (1) the falsification of the results obtained in research; (2) the written or oral presentation of results of research that have not been performed.
 - Conspiracy to commit an act of academic dishonesty.
- ◇ Furnishing false information to any university office or official, faculty member or staff member acting in an official capacity, or giving false testimony or other falsified evidence at any campus disciplinary hearing.
- ◇ Forgery, alteration or misuse of any university document, record or instrument of identification.
- ◇ Theft, unauthorized access to, or other abuse of computer systems (or computer time relating to college endeavors).
- ◇ Conspiring, planning or attempting to achieve any of the above acts.

Failure to meet official obligations to the university:

- ◇ Issuance of a check without sufficient funds.
- ◇ Failure to fulfill financial obligation(s) to the university.
- ◇ Failure to fulfill other legal obligation(s) to the university.
- ◇ Failure to comply with reasonable directions of or failure to heed an official summons of college officials, faculty or staff members.
- ◇ Failure to comply with the sanction(s) imposed under the Code of Student Conduct or sanctions otherwise imposed by the university.
- ◇ Conspiring, planning or attempting to achieve any of the above acts.



Code of Conduct Violations and Penalties

All alleged violations of the Student Code of Conduct shall be investigated in a prompt and reasonable matter. The investigation shall gather relevant evidence including, but not limited to, pertinent documents and statements from witnesses.

A student who is charged with a violation of the Student Code of Conduct will be notified of the specific charges in writing by the president and shall be given 10 days to submit a written response. Failure of a student to respond to charges shall result in suspension from the university.

If a student chooses to respond to the letter, a committee of at least three impartial individuals will be appointed by the president to review the charges and the student's response. Students are given the opportunity to address the committee and make a statement in their defense. This may be done via teleconference. Students are not entitled to representation by an attorney or any other third party at any point in the process. The meeting may not be recorded or taped.

After the meeting, the committee will make a recommendation to the president, who has the ultimate authority to accept, reject or modify the recommendations of the committee. The president will render a decision and inform the student.

Penalties for violation of institutional policies, rules and regulations may be administered regardless of whether the actions of the student are civil or criminal violations. Whenever disciplinary actions lead to a student leaving American Sentinel University, grades will be assigned in accordance with university's grade policy and dates set forth in the academic calendar. One or more of the following misconduct penalties may be imposed by American Sentinel upon individuals, groups or organizations.

- ◇ **Admonition:** This consists of a verbal or written warning. Verbal admonitions do not become a part of the student's confidential record held in the registrar's office.
- ◇ **Loss of privileges or imposition of certain tasks:** Under some circumstances of misconduct, the university may deem it appropriate to take away certain privileges. The following penalties may be imposed:
 - Withholding of an official transcript or degree.
 - Blocking from enrollment for a specified period of time.
 - Failing or changing a test, course, assignment or other grade.
 - Suspending library and internet access.

The student may also be required to perform certain tasks, such as making restitution—whether monetary or by specific duties—attending counseling sessions, performing additional academic work not required of other students in a specific course, complying with a behavioral contract, or paying special fees, fines or service charges.

- ◇ **Probation:** Probation is levied for a specified time, the duration of which will be determined by the seriousness of the misconduct. Probation carries with it a warning that any further violations of university regulations may result in more serious consequences, including suspension or expulsion. The two types of probation related to the Student Code of Conduct are:
 - Conduct probation - A sanction that will be removed from the student's confidential record at the end of the period of probation.

- Disciplinary probation - A sanction that may or may not remain a permanent part of the student's record.
- ◊ **Suspension:** Continued and/or flagrant violations of the probation terms (or serious-offense cases) may result in suspension from American Sentinel for a specified period. The student is blocked from re-enrollment until he/she applies for readmission to the university and is cleared by appropriate officials. Suspension becomes a part of the student's permanent record in the registrar's office.
- ◊ **Withdrawal:** Withdrawal is administrative removal of a student from a class or from the university and may be imposed in instances of unmet financial obligations to the university, for reasons of health or pending the outcome of competent medical evaluation. The withdrawn student may also be barred from re-enrollment until specific conditions are met.
- ◊ **Expulsion:** Expulsion is permanent severance from American Sentinel University.
- ◊ **Revocation of degrees:** The revocation of degrees may occur for misconduct of prior students. Allegations of misconduct that may result in a revocation of a degree will be considered by the appropriate academic process.

Student Success Advisor

A student success advisor is assigned to each student upon admission to American Sentinel. These advisors provide information about academic programs, help students make informed decisions and refer students to appropriate resources. Students are encouraged to consult their student success advisor any time, whether they experience academic difficulty or personal issues or are considering withdrawing from the university. The student success advisor will also be notified by the deans and faculty members when a student appears to be experiencing academic difficulty as evidenced by substandard performance in a course. The student success advisor will invite the student for a conference to determine the cause of the difficulty and to create a viable plan to improve the student's performance. This plan may include academic and counseling assistance. The student is ultimately responsible for seeking adequate academic advice, meeting degree requirements and attending courses to ensure progress toward the degree.

Military Affairs Advisor

A military advisor is assigned to assist American Sentinel's military community, including spouses, and the university faculty and staff when necessary military interruptions affect student progress. Students are encouraged to seek assistance or advice any time a military matter may affect reasonable academic progress. Faculty and staff are encouraged to involve the military advisor anytime a military student appears to be at risk or need decision help on accommodating military interruptions. Faculty and staff will receive periodic training covering the special needs that military community students may require and situations they may face as a result of military commitments. The military advisor also assists students and university staff regarding military system use in such areas as tuition assistance, grade submission, and school staff interfaces with these systems.

Military Student Bill of Rights

As a Service members Opportunity Colleges partner, American Sentinel also abides by the [Military Student Bill of Rights](#).

All military student populations have basic rights to satisfactory college marketing, admissions and student services practices, including the right to receive:

- ◊ Accurate information about a school's programs, requirements, accreditation, and its potential impact on course transferability.
- ◊ Basic college/university information and fees without disclosure of student personal information.
- ◊ Educational planning and career guidance without high-pressure registration and enrollment efforts from institutions.
- ◊ A clear and complete explanation of course/program enrollment procedures and all resulting financial obligations.
- ◊ Explore, without coercion, all financial aid options before signing up for student loans or other financial assistance.
- ◊ Accurate scholarship information, free of misleading scholarship offers based on military tuition assistance.
- ◊ Appropriate academic screening and course placement based on student readiness.
- ◊ Appropriate, accessible academic and student support services.
- ◊ Clearly defined institutional drop/add and withdrawal policies and procedures including information about the impact of military duties (i.e. mobilization, activation, temporary duty assignments) on their academic standing and financial responsibilities.
- ◊ Clearly defined grievance/appeals processes.

MISCELLANEOUS POLICIES

Internet Usage Policy

All Internet data that is composed, transmitted or received via the American Sentinel computer communications systems is considered to be part of the official records of the university and is subject to disclosure to law enforcement or other third parties such as state regulators and accrediting agencies. Consequently, students should always ensure that the information contained in their email messages and other transmissions is accurate, appropriate, ethical and lawful.

The equipment, services and technology provided via the Internet are the property of the school. As such, the university reserves the right to monitor Internet traffic and retrieve and read any data composed, sent or received through its online connections and stored in its computer systems. Data that is composed, transmitted, accessed or received via the Internet must not contain content that could be considered discriminatory, offensive, obscene, threatening, harassing, intimidating or disruptive to any employee or other person. Examples of unacceptable content may include, but are not limited to, sexual comments or images, racial slurs, derogatory gender-specific comments, or any other comments or images that could reasonably offend someone on the basis of race, age, sex, religious or political beliefs, national origin, disability, sexual orientation or any other characteristic protected by law.

The unauthorized use, installation, copying or distribution of copyrighted, trademarked or patented material on the Internet is prohibited. As a general rule, if a student did not create the material, does not own the rights to it or has not secured authorization for its use, the material should not be put on the Internet. Likewise, copyrighted and/or trademarked information should not be downloaded from the Internet to the school's networks or devices without obtaining prior permission in writing or having possession of a legal bill of sale or license from the owner.

Abuse of school-provided Internet access will result in disciplinary action up to and including dismissal. Students may also be held personally liable for any violations of this policy. The following behaviors are prohibited and can result in disciplinary action:

- ◇ Sending, printing or posting discriminatory, harassing or threatening messages or images.
- ◇ Stealing, using or disclosing someone else's code or password without authorization.
- ◇ Copying, pirating or downloading software and electronic files without permission.
- ◇ Sending or posting confidential material, trade secrets or proprietary information outside of the university.
- ◇ Violating copyright law.
- ◇ Failing to observe licensing agreements.
- ◇ Engaging in unauthorized transactions that may incur a cost to the university or initiate unwanted Internet services.
- ◇ Sending or posting messages or material that could damage the university's image or reputation, including the use of the university name, titles and positions in any publication that may be perceived as offensive.
- ◇ Participating in the viewing or exchange of pornography or obscene materials.
- ◇ Sending or posting messages that defame or slander other individuals.
- ◇ Attempting to break into the computer system of another organization or person.
- ◇ Performing operations intended to identify security vulnerabilities or disrupt service of another organization.
- ◇ Refusing to cooperate with a security investigation.
- ◇ Sending or posting chain letters, solicitations or advertisements not related to education purposes or activities.
- ◇ Using the Internet for political causes or activities, religious activities or any sort of gambling.
- ◇ Jeopardizing the security of the university's electronic communications systems.
- ◇ Sending or posting messages that disparage another organization's products or services or passing personal views as representing those of the organization.
- ◇ Sending anonymous email messages.
- ◇ Engaging in any other inappropriate or illegal activities.

Social Media Policy

These guidelines for social media at American Sentinel University must be followed by American Sentinel employees and contractors interacting on behalf of American Sentinel. This includes individuals who create or contribute to blogs, wikis, social networks, virtual worlds or any other kind of social media, both at americansentinel.edu or on social media outlets using a university email addresses.

If an individual signs up as a friend of American Sentinel on Facebook, people can only see a photo and name, but not any other personal information. The same applies to LinkedIn. An individual can only see more information about the people with whom he or she is linked.

MySpace, Facebook and Twitter are different. Everyone can see everything. American Sentinel encourages employees not to link their MySpace or Facebook accounts to their American Sentinel-related social media accounts and if they do so, they should follow American Sentinel's social media guidelines.

- ◇ **Follow American Sentinel values:** Guidelines for functioning in an electronic world are the same as the guidelines that dictate the values, ethics and confidentiality policies by which employees are expected to live every day.
 - Adhere to student's area of expertise and provide unique, individual perspectives on activities at American Sentinel and in the world.
 - Post meaningful, respectful comments and do not post remarks that are off-topic or offensive.
 - Always pause and think before posting. That said, reply to comments in a timely manner when a response is appropriate.
 - When disagreeing with others' opinions, remain appropriate and polite.
- ◇ **Disclose affiliation:** If writing about school-related matters that are within student's area of job responsibility, a person must disclose his or her affiliation with American Sentinel. Using a false name and concealing a relationship is misrepresentation.
- ◇ **Clarify an opinion:** Unless authorized to speak on behalf of American Sentinel University, an individual should make clear that any views expressed are his or her own.
- ◇ **Protect oneself:** Individuals are advised to be cautious when sharing personal information online. Business and pleasure should not be mixed on social network services such as Twitter. Common sense should prevail, but if in doubt about the appropriateness of a Tweet or posting, American Sentinel employees should seek approval from their supervisor before posting.
- ◇ **Act responsibly and ethically:** When participating in online communities, individuals are advised not to misrepresent themselves or their occupational titles

Employees should never publish, post, release or disclose:

- ◇ **Numbers:** Non-public financial or operational information. This includes strategies, forecasts and dollar figures.
- ◇ **Personal information** regarding other employees or students.
- ◇ **Legal information:** Anything to do with a legal issue, legal case or attorneys.
- ◇ **Confidential information:** Employees should follow American Sentinel's policies and live the school's values and philosophies.

Information Fluency

American Sentinel University strives to give students the skills to become lifelong independent learners. Information literacy skills—including how to find, evaluate and use information—are critical to lifelong learning. Information resource use is incorporated into all American Sentinel courses and programs.

Intellectual Property Rights

American Sentinel University owns all proprietary rights, including patent, copyright, trade secret and trademark rights, to all American Sentinel materials provided in conjunction with enrollment. No portion of the materials may be copied or otherwise duplicated, nor may the materials be distributed or transferred to any other person or entity. The materials are for the use of the individual student in an American Sentinel University course. Any other use of the materials violates the enrollment agreement.

Intellectual Property rights in scholarly works belong to the faculty member or student who created the work, unless an agreement provides otherwise. Faculty scholarship does not include courses.

Job Placement Disclaimer

The purpose of degree programs offered by American Sentinel University is to extend the nature and range of careers available to students by providing quality education that integrates theory with practical application. The university does not offer guarantees of job placement, advancement or continued employment.

Legal Holidays

American Sentinel University offices are closed New Year's Day, Martin Luther King, Jr. Day, Memorial Day (fourth Monday in May), the Fourth of July, Labor Day (first Monday in September), Thanksgiving Day (fourth Thursday in November) and the Friday immediately following Christmas Eve (December 24) and Christmas day (December 25).

Letter of Reference

Students can request personal or professional reference letters from individual faculty members. Such requests should be submitted in writing directly to the faculty member along with a resume or curriculum vitae. At least two weeks' notice should be given. Reference letters are not maintained by the university. Reference letters requested after graduation should also be submitted in writing directly to the faculty member.

Non-Discrimination Statement

- ◇ In compliance with federal law, including the provisions of Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, American Sentinel University does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, sexual orientation or military service in any of its:
 - ◇ Educational policies, programs or activities.
 - ◇ Admissions policies or scholarship or loan programs.
 - ◇ American Sentinel University-administered programs.
 - ◇ Hiring practices.

Inquiries or complaints should be directed to the president's office.

Privacy

American Sentinel does not sell or rent any personal data that is submitted on its website to any third parties.

Data Collected

American Sentinel automatically collects anonymous statistical data about the use of its website (browser, Internet domain, computer operating system, and IP address and navigation path for visitors to the website). The university also collects personal data that visitors and prospective students voluntarily submit.

Data Used

American Sentinel uses data to improve the navigation, functionality and content of its website and to improve its program and services. Personal data is used to:

- ◇ Communicate with students to provide them requested information and tell them about programs and services.
- ◇ Help university officials make informed admission decisions.
- ◇ Verify students' identities prior to granting access to certain American Sentinel services and resources.
- ◇ Communicate with individuals after they become students.

Data Shared

American Sentinel University does not sell or rent any personal data that is submitted on its website to any third parties. American Sentinel may share personal data collected through its website with other companies, organizations and individuals who perform certain functions on its behalf, for example, companies that provide support services (such as credit card processing services) or companies that help market American Sentinel products and services.

These companies, organizations and individuals may need this information in order to perform their functions. They are not authorized to use the information we share with them for any other purpose. Occasionally American Sentinel may send information about products and services we think may be of interest to students. Sometimes American Sentinel may share

this information with its educational partners to bring similar information to students' attention. If, at any time, a student would like American Sentinel to remove his or her name from any marketing lists, he or she should contact the university at info@americansentinel.edu and American Sentinel will promptly comply with the request.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. Under FERPA, the university can disclose education records without a student's prior written consent to school officials with legitimate educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the university.

There are some special circumstances when American Sentinel University may share personal data. For example, personal data may be shared in the following situations:

- ◊ When it is necessary to comply with the U.S. Department of Education or Colorado Commission on Higher Education reporting requirements or the reporting requirements of accrediting bodies.
- ◊ When requested to comply with a court order or subpoena.
- ◊ When requested to comply with a legal requirement.
- ◊ When requested to enforce the university's conditions of use to protect the rights, property or safety of American Sentinel University, its students or others.
- ◊ For fraud protection.
- ◊ For credit risk reduction.
- ◊ To administer programs.
- ◊ To provide a quality online learning experience.
- ◊ In the event of a corporate sale, merger, reorganization, dissolution or similar event.

The university may share anonymous statistical data about our users with advertisers, business partners, sponsors and other third parties.

Data Protection

American Sentinel University seeks to maintain the integrity and security of its databases. Although no guarantee can be provided against any loss, misuse, unauthorized disclosure, alteration or destruction of data, American Sentinel strives to prevent such events. The university's servers and databases are protected by firewalls and passwords. In addition, American Sentinel uses Secure Sockets Layer (SSL) software to encrypt transcript and payments data. All other confidential data that students submit is accessible only to authorized employees of American Sentinel University.

Data from Children

American Sentinel University does not knowingly collect personal data from children under the age of 13 through its website. If a website visitor is under 13, he or she should not give American Sentinel any personal data. If a student has reason to believe that a child has provided personal data to American Sentinel University through the website, the student should contact info@americansentinel.edu and American Sentinel will try to delete that information from its databases.

Other Websites

The American Sentinel University website may contain links to other websites external to our own site. American Sentinel does not control these websites and is not responsible for their data practices. Any information provided to these websites is covered under the privacy policies of these linked external websites.

Changes

The American Sentinel University privacy policy was last revised on June 25, 2011. American Sentinel reserves the right to modify its privacy policy at any time, so students and website visitors should revisit the website to check for updates. Use of the website following any such change constitutes the visitor's agreement that all data collected from or about them is subject to the terms of the revised privacy policy.

Governing Law

This privacy policy shall be governed in accordance with the laws of the state of Colorado, United States of America.

More Information

For questions about the university's privacy policy, please email American Sentinel at info@americansentinel.edu.

Research Protocol

Any faculty, staff or student wishing to conduct research under the auspices of American Sentinel University must have the research proposal reviewed and approved by the institutional review board. The institutional review board will oversee the conduct of the study in accordance with the Department of Health and Human Services Policy for the Protection of Human Research Subjects (<http://www.hhs.gov/ohrp/policy/index.html>)

Schedule of Course Offerings

The registrar is responsible for developing schedules of course offerings each term and making them available to all necessary parties. Not all courses may be offered every term. Last-minute changes to schedules are avoided whenever possible, but may be necessary to accommodate staffing and class size. The registrar or designee is responsible for making the final decision to add, cancel, combine or split courses based on enrollment, academic effectiveness and other factors. Students will be given prompt notification of schedule changes.

Sexual Harassment

American Sentinel University considers sexual harassment in all its forms to be a serious offense and one that is subject to a range of actions up to and including suspension or dismissal. Sexual harassment by students, faculty or staff is a violation of American Sentinel policy and will not be tolerated.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is explicitly or implicitly made a condition of an individual's enrollment at the university.
2. Submission to or rejection of such conduct by an individual is used as the basis for an academic decision affecting the individual.
3. Such conduct interferes with an individual's right to achieve an educational objective or to study in an environment free of intimidation, hostility or threats stemming from acts or language of a sexual nature.

Individuals who are sexually harassed should follow these steps:

1. Tell the harasser firmly, clearly and directly what specific comments or advances are unwelcome.
2. Keep a record of all dates, times, places and types of incidents that have occurred and make a note of witnesses. It is important to be accurate and thorough when documenting incidences.
3. Report sexual harassment incidents to the dean. All complaints must be reported to the appropriate program office within 180 days of the incident.
4. Follow the steps outlined by the dean.

Reporting of sexual harassment incidents is considered sensitive and confidential. Dissemination of information relating to sexual harassment incidents will be limited in order to protect the privacy of those involved.

When investigating allegations of sexual harassment, Equal Employment Opportunity Commission (EEOC) looks at the circumstances and the context in which the alleged incidents occurred. A determination on the allegations is made from the facts on a case-by-case basis.

Student Evaluation of Courses

Student course evaluations are meant to provide students the opportunity to give feedback on the teaching/learning process, the instructor's interaction with students, the delivery of course material and the quality of the learning environment. Student evaluations are one component of the faculty evaluation process.

The information gathered through student course evaluations is to be used by American Sentinel faculty and academic leadership for instructional development. Therefore, any course evaluation program should include recommendations of

resources for the improvement and further development of teaching. Student evaluations are taken seriously and used as one measure of professional development activities.

Student Identification

American Sentinel University verifies the identity of the students who are completing its courses and programs. Students must access their courses through the secure MyASU portal, where they must enter their username and password. These passwords must regularly be changed and may not be reused.

American Sentinel monitors technological improvements in order to identify more effective methods for verifying student identity and to assure that each student earning credit in a course is the person who completed all of the relevant work. To achieve this, American Sentinel follows these procedures:

1. Students who are enrolled in online courses must always be required to enter their user ID and a password to access their online course (through the MyASU portal). Login takes place through a secure connection.
2. Professors determine when proctored examinations are required.

Tax Benefits for Higher Education

Each year, the Internal Revenue Service requires all eligible institutions to report certain information about qualified tuition, fees and related expenses to the IRS and to each of its students. The information reported on Form 1098-T helps students determine if they are eligible to take the Hope Credit or Lifetime Learning Credit on their federal income tax return.

To facilitate accurate reporting, the student must maintain a current address and social security number on file with the university.

For information on education-related federal tax benefits, students may read IRS publication 970, "Tax Benefits for Higher Education," or contact their personal tax advisors.

University Measurement of Student Engagement

The university recognizes the need to benchmark student satisfaction against student satisfaction at other institutions. Each May, the university surveys students who achieved advanced standing in American Sentinel's undergraduate degree programs (>90 semester credits) using a nationally referenced examination. This tool is chosen by the deans and provost with input from the Academic Policy Committee.

Veterans Administration Students

To avoid overpayments, students who receive VA education benefits should promptly report any changes in enrollment or dependency status to the university and the U.S. Department of Veterans Affairs (DVA). The university is required to notify the DVA within 30 days of any change in student status during previously certified periods of enrollment. Changes include withdrawals, unsatisfactory academic progress and changes in dates of enrollment. Upon receipt of the notice, DVA will reduce or terminate benefits. DVA is required to take prompt and aggressive action to recover benefit overpayments.

Tuition Assistance Top-Up

Active-duty students requesting to use the Tuition Assistance Top-Up program should direct all questions or concerns to the Department of Veterans Affairs at 1-888-GI-BILL-1 (1-888-442-4551) or via their website at www.gibill.va.gov. American Sentinel University has no involvement in processing Tuition Assistance VA Top-Up requests.

Right to Change Requirements

Neither the American Sentinel University catalog nor any of the information and requirements contained herein constitute a contract or create any contractual commitments between American Sentinel University and any student, prospective student, or third party. The information and program requirements contained in American Sentinel University catalog are regularly updated and are subject to change without notice. All updates to the catalog will be posted on American Sentinel's website.

UNDERGRADUATE COURSE DESCRIPTIONS

ANTH101 CULTURAL ANTHROPOLOGY

Provides a solid introduction for students who are new to the branch of cultural anthropology. Students are presented with all the basic information pertinent to the field.

Credit hours: 3

BIO130 INTRODUCTION TO BIOLOGY

Introduction to the essential principles of biology and the structure of biological systems.

Credit hours: 3

BIO130L INTRODUCTION TO BIOLOGY LAB

Introduction to the essential principles of biology and the structure of biological systems.

Credit hours: 1

BSN405 REFLECTIVE PRACTICE, ISSUES AND TRENDS

Explores nursing theories and principles that serve as guides for ethical behavior in nursing. Addresses the complexities that technological advances bring to the health care field. Other topics include economic issues, patient self-determination, ethics in research, diversity and disparities in health care.

Credit hours: 3

BSN410 HEALTH CARE DELIVERY AND QUALITY OUTCOMES

Focuses on nursing practice foundations, including the influence of socio-economic, cultural, political and physical environments on health and health care systems.

Credit hours: 3

BSN415 NURSING MANAGEMENT STRATEGIES

Introduces concepts of organization and management theory as they relate to key issues in nursing management. Topics include delegation, conflict negotiation, standards of practice and professional responsibility. Students engage in discussions on decision-making and workplace motivation.

Credit hours: 3

BSN415PE NURSING MANAGEMENT STRATEGIES

Introduces concepts of organization and management theory as they relate to key issues in nursing management. Topics include delegation, conflict negotiation, standards of practice and professional responsibility. Students will engage in discussions regarding decision-making and workplace motivation. The course requires the student to complete a certified background check by the end of the

course. This course includes practice experiences.

Credit hours: 3

BSN420 STRATEGIC CHANGE AND QUALITY IMPROVEMENT

Guides students in developing their roles as leaders in interdisciplinary health care teams. Students discuss successful strategies for change management and effective communication that will result in quality improvement and patient safety. Covers various methods of effective management of resources.

Credit hours: 3

BSN421 LEADERSHIP AND STRATEGIC PLANNING

Provides the theoretical foundation for understanding organizational and systems leadership, quality improvement and safety within selected healthcare settings. Emphasis is placed on strategies for effective change management and communication in quality improvement and patient safety. Ethical, legal, and resource management concepts will be explored. The course includes practice experiences.

Credit hours: 3

BSN422 NURSING RESEARCH

Explores the relationship between nursing theory and research/practice. Students will develop skills for evidence-based nursing practice by critiquing published research for potential implementation in practice.

Credit hours: 3

BSN425 PUBLIC HEALTH NURSING A

Students will apply the principles of population health and epidemiology in both individual and family case studies, as well as in disaster scenarios. Students will discuss disease prevention in the context of emerging global diseases, as well as within the constraints of personal and national financial resources. Conduct a community health assessment and develop a plan for an intervention for a specific community health need that reflects a global health issue.

Credit hours: 3

BSN430 PUBLIC HEALTH NURSING B

In this course the student will implement a planned community intervention for an assessed community health need that reflects a global health issue. The student will then evaluate the plan and the results of the intervention.

Prerequisite: BSN425

Credit hours: 3

BSN432PE COMMUNITY HEALTH

This course provides an overview of concepts and theories related to community health nursing. Emphasis is on population focused practice, health promotion, health maintenance and risk reduction. Topics include core functions and essential services of public health, epidemiology concepts, community assessment, and interprofessional collaboration to meet client needs in community settings.

Credit hours: 3

BSN436 DEVELOPING NURSING PRACTICE

Introduces a structured critical thinking approach to achieving the Institute of Medicine's five core competencies. Students will be guided by critical thinking habits and skills in their nursing assessment, interdisciplinary planning and goal-setting for patient health outcomes. Offers suggestions for assessing the critical thinking abilities of patients and families to participate in care.

Credit hours: 3

BSN437PE HEALTH ASSESSMENT

Provides students with integrated functional health assessment knowledge, and practical applications of physical assessment skills. The integrated health assessment includes physical, social, cultural, psychological and spiritual components. The practicum opportunity provides students with the necessary experiences to develop health assessment skills. Emphasis will be placed on developing and using therapeutic communication skills.

Credit hours: 3

BSN440 CASE MANAGEMENT

Focuses on innovative, integrated nursing case management models that succeed in today's managed-care delivery system.

Credit hours: 3

BSN499 CAPSTONE PROJECT

The final course in the RN to BSN program is designed to synthesize all of the knowledge gained during the curriculum and then apply this to a strategic change opportunity. Students will use leadership and change theory and propose appropriate evaluation measures. The student will also create a professional development plan as part of their accountability for their own practice.

Prerequisites: All required BSN courses.

Credit hours: 3

BUS420 LEADERSHIP IN A CHANGING ENVIRONMENT

Explores how leaders can manage organizational change and leverage environmental change to their advantage.

Credit hours: 3

BUS454 ETHICAL DECISION-MAKING FOR BUSINESS

Examines ethics and values in business.

Credit hours: 3

CHEM101 GENERAL CHEMISTRY I

This course is designed for non-chemistry majors who have little or no chemistry background. The first half of the course presents the origins and basic tenets of chemistry as they relate to the environment. Atomic elements, the periodic table, bonding, and acids and bases are examples of such chemistry principles. Issues such as global warming, energy conservation and acid rain are also discussed. The second half of the course explores energy sources, organic chemicals, drug designing, composition of foods and provides an explanation to genetic engineering.

Credit hours: 3

CHEM101 L GENERAL CHEMISTRY LAB

This course is designed for non-chemistry majors who have little or no chemistry background. The first half of the course presents the origins and basic tenets of chemistry as they relate to the environment. Atomic elements, the periodic table, bonding, and acids and bases are examples of such chemistry principles. Issues such as global warming, energy conservation and acid rain are also discussed. The second half of the course explores energy sources, organic chemicals, drug designing, composition of foods and provides an explanation to genetic engineering.

Credit hours: 1

COM215 PUBLIC SPEAKING

Teaches students to formulate ideas into effective spoken presentation. Covers the selection of supportive materials, arranging ideas logically and clear speaking techniques.

Credit hours: 3

COM240 PRINCIPLES OF BUSINESS COMMUNICATIONS

Focuses on the written and spoken communication skills necessary for success in contemporary business organizations.

Credit hours: 3

COM412 PROFESSIONAL COMMUNICATION

Assists health care and business professionals in developing the necessary communication skills to become effective leaders and communicators.

Credit hours: 3

CS105 INTRODUCTION TO COMPUTER SCIENCE

Examines the computer science discipline, covering basic computer concepts such as binary logic, computer hardware, design and writing of programs, and advanced applications such as artificial intelligence. General overview of the computer science major and the terminology and

concepts students learn throughout the program.

Credit hours: 3

CS130 FUNDAMENTALS OF PROGRAMMING

Fundamentals of computer programming and problem solving using C++.

Prerequisite: IS116

Credit hours: 3

CS205 INTERMEDIATE PROGRAMMING

Teaches more advanced topics such as pointers, linked lists and recursion, with an emphasis on programming style.

Prerequisite: CS130

Credit hours: 3

CS360 JAVA PROGRAMMING

For students with intermediate knowledge of C++. Covers all major areas of the Java language and introduces key components of the Java Foundation Class library.

Prerequisite: CS130 or CS110

Credit hours: 3

CS380 C# PROGRAMMING

This course assumes some previous programming experience but begins with basic C# syntax and covers Windows client programming. C# is a programming language based on Java and tailored to the needs of Microsoft's .NET environment.

Prerequisite: CS130 or CS110

Credit hours: 3

ECN220 PRINCIPLES OF MICROECONOMICS

Examines the basic functions and activities of the free market system, including supply and demand of goods and services, consumer behavior, forms of competition and factors of production. Microeconomics is the study of decisions that people and businesses make about allocating resources and pricing of goods and services.

Credit hours: 3

ECN221 PRINCIPLES OF MACROECONOMICS

Examines the structure of the U.S. economy and macroeconomic issues, including resource utilization, consumption and investment, domestic and foreign government impact on the economy, macroeconomic policy and international trade. Macroeconomics is the study of the behavior of the economy and various industries, rather than just specific individuals or companies.

Credit hours: 3

ENG105 BEGINNING WRITING

Designed to help non-native English-speaking students develop English writing skills. Students learn to develop clear written thought and coherent sentences and

paragraphs. Required for any student who has not previously completed a college writing course or tested out by examination.

Credit hours: 3

ENG110 ENGLISH COMPOSITION I

Helps students develop quality writing skills by examining the writing process and five types of writing: compare and contrast, argumentative, persuasive, narrative and descriptive. Covers grammar, spelling and punctuation. Discusses the American Psychological Association style for citing works used in writing.

Credit hours: 3

ENG210 ENGLISH COMPOSITION II

As a continuation of English Composition I, this course focuses on analysis and argument while devoting attention to academic researched writing, critical thinking across the curriculum, citation, and documentation. Students will use a variety of readings to develop several modes of writing including evaluation, literary analysis, classification, media analysis, illustration and researched-based writing. During the course students read a literary cannon and write approximately 20 pages of text.

Credit hours: 3

ENV101 INTRODUCTION TO ENVIRONMENTAL SCIENCE

Provides students with a comprehensive overview of the basic principles and unifying concepts of environmental science. Various ecosystems are described and conservation efforts are evaluated. Other topics include the importance of maintaining biodiversity, human population growth and demography, and the problems of urbanization in developed and developing countries. Students evaluate techniques of sustainable agriculture and water conservation and analyze the impact of air pollution on the climate and human beings as well as factors that determine energy consumption and fossil fuel use. Students discuss local, national, and international policies, laws and programs that aim to protect the environment.

Credit hours: 3

GEO200 GLOBAL GEOGRAPHY

Provides students with a background to understand contemporary world events. Acquaints students with the human and physical attributes that give uniqueness to world regional patterns on the Earth's surface. Gives students a global perspective on the interconnections between the human and physical systems of the earth.

Credit hours: 3

GIS120 UTILIZING GOOGLE EARTH AND GOOGLE MAPS FOR GIS

Google Earth and Google Maps are cutting-edge geospatial applications for GIS visualization. Each of these applications allows students to see the world without leaving a computer

or mobile device. The course covers how to convert, integrate and display data for the world to see.

Credit hours: 3

GIS211 INTRODUCTION TO GIS

Provides an overview of GIS theories and concepts, including basic cartographic principles, map scales, coordinate systems and projections, as well as examples of practical experiences in which these concepts are applied.

Credit hours: 3

GIS215 INTRODUCTION TO GEODATABASES

Provides an introduction to the geodatabase format and design data concepts. Covers various data models that can be utilized for geodatabase design. Students create new personal geodatabases in which students learn to import and export existing datasets and also study real-world case studies that utilize geodatabase technology.

Prerequisite: IS203

Credit hours: 3

GIS225 PRINCIPLES OF CARTOGRAPHY

Focuses on the aspects of map use and production. Students gain hands-on experience with basic map use and design principles.

Credit hours: 3

GIS230 INTRODUCTION TO GIS BUSINESS APPLICATIONS

Serves as an introduction to the utilization of Geographic Information Systems (GIS) within business environments including an overview of business data and geodemographics.

Credit hours: 3

GIS240 UTILIZING GIS FOR HUMAN-BASED PROBLEM SOLVING

Covers the ways in which GIS can be utilized as a tool in analyzing human impacts, relationships and problems and how U.S. Census data combined with GIS can analyze important human trends and relationships. Teaches students how to use GIS to analyze contemporary human phenomena.

Credit hours: 3

GIS300 ENVIRONMENTAL MODELING

Introduces concepts from environmental modeling and physical geography and demonstrates the ways in which GIS can be utilized as a tool within these fields. Includes GIS techniques to model real-world phenomena and to solve environmental modeling challenges.

Credit hours: 3

GIS315 REMOTE SENSING OF THE ENVIRONMENT

Introduces the principles and applications of remote sensing of terrestrial and aquatic environments. Begins with principles of electromagnetic radiation and moves into an overview of remote sensing data. Also covers methods for transforming and classifying spectral data, detection of environmental change and assessing the quality of remote sensing analyses.

Credit hours: 3

GIS330 GPS APPLIED TO GIS

Focuses on integrating GPS data into a geographic information system. Covers the concepts, equipment and techniques required to accomplish this process.

Prerequisite: GIS211

Credit hours: 3

GIS350 DATA ACQUISITION

Offers an overview of the GIS data acquisition process, which starts with the decision of what type of data is the best for a specific project and continues with the identification of the data sources. Includes techniques for determining the suitability and quality of acquired data

Prerequisite: GIS211

Credit hours: 3

GIS360 GIS IN PRACTICE

A broad survey of the public and private applications of geographic information systems. Case studies examine the managerial, technical, legal, ethical and social issues that GIS practitioners face. Students design a spatial analysis, create thematic maps and understand the necessity of GIS for different types of projects.

Prerequisite: GIS350

Credit hours: 3

GIS400 OPEN SOURCE FOR GIS

Presents an overview of the most common open-source GIS applications and techniques as alternatives to commercial geographic information system software.

Prerequisite: GIS211

Credit hours: 3

GIS420 SPATIAL DATABASES FOR GIS

Introduces students to the database applications in which maps are integrated, such as SQL Server 2008, Spatial SQL, SharpGIS, and SQLSpatial for MapPoint.

Prerequisite: IS326

Credit hours: 3

GIS499 SENIOR GIS CAPSTONE PROJECT

Integrates concepts and capabilities learned in previous GIS course work and applies them in a real-world setting. The course refines project development skills and the ability to acquire information and process technology in GIS and

remote sensing.

Prerequisite: Completion of all required B.S. GIS courses

Credit hours: 3

HIS125 WESTERN CIVILIZATION I

Provides a broad survey of world history from the ancient civilizations of Mesopotamia to the mid-16th century, examining political, economic and social structures and cultural expressions of such civilizations in art, architecture, literature and religion.

Credit hours: 3

HIS225 WESTERN CIVILIZATION II

Survey of United States history from 1876 through the Cold War. Explores the social, economic, political, military and diplomatic climate in America through that time period.

Credit hours: 3

HIS226 U.S. HISTORY

Survey of United States history from 1876 through the Cold War. Explores the social, economic, political, military and diplomatic climate in America through that time period.

Credit hours: 3

IS101 INTRODUCTION TO COMPUTER SYSTEMS

Introduces fundamental concepts and terminology related to computer hardware, software and networks.

Credit hours: 3

IS116 INTRODUCTION TO COMPUTER PROGRAMMING

Introduces the fundamentals of computer programming using Visual Basic 2010. Students will also be able to apply other programming languages. Reinforces application of fundamental concepts. Requires that students install Visual Basic Studio 2010, which does not run on Apples or Macs.

Prerequisite: MA120

Credit hours: 3

IS203 DATABASE APPLICATIONS

Introduces the basic features of the Microsoft Access database system. Students complete hands-on exercises and assignments, completing tables, forms, queries and reports. Microsoft Access is included in MS Office Professional Edition or may be purchased separately.

Credit hours: 3

IS308 INTRODUCTION TO INFORMATION SYSTEMS

Explores the overall environment of the information systems discipline. Covers the application of IS to the success of organizations and how information systems can be used by management, users and IS professionals.

Credit hours: 3

IS326 INTRODUCTION TO DATABASE SYSTEMS

Explores the conceptual, logical and physical design of database systems. Emphasizes entity relationship diagrams and normalization.

Credit hours: 3

IS376 ADVANCED DATABASE SYSTEMS

Examines the duties of database administrators, technologies used in client/server and distributed database systems, and object-oriented data modeling for database design.

Prerequisite: IS326

Credit hours: 3

MA101 COLLEGE MATHEMATICS

Teaches students to think mathematically and solve real-world problems by applying mathematical concepts and principles. Emphasizes numeration, whole numbers, fractions, mixed numbers and decimals. Also included are the concepts of variables, ratios, proportions, solving simple equations in one variable, percent, basic geometry, solving applied problems and operations with integers.

Credit hours: 3

MA120 COLLEGE ALGEBRA

Discusses the fundamentals of functions, exponentials and logarithms. Covers rational and complex numbers, linear equations and inequalities, and introduces probability.

Credit hours: 3

MA200 INTRODUCTION TO STATISTICS

Introduces basic statistical principles. Students utilize software to perform basic analysis, including variance estimation, interpreting and calculating confidence intervals, and conducting tests of significance.

Prerequisite: MA120

Credit hours: 3

MA215 STATISTICS

Introduces students to the foundations of statistical analysis, including distributions, measures of location, and dispersion, probability, normal probability distribution, sampling and testing methods, and decision analysis. Emphasis is placed on applying concepts and examples from the behavioral sciences, particularly nursing, to provide real-world scenarios that enhance learning

Prerequisite: MA101

Credit hours: 3

MGT360 BUSINESS AND SOCIETY

Examines the social, ethical and technological trends that affect business operations. Explores some of the broad effects and implications in the business marketplace.

Credit hours: 3

MIS350 INFORMATION TECHNOLOGY PROJECT MANAGEMENT

Examines the technical and managerial aspects of project management as identified by the Project Management Body of Knowledge (PMBOK). Applies the knowledge areas and process groups defined by PMBOK to information technology projects.

Credit hours: 3

NUTRI101 GLOBAL NUTRITION

Explores the types of nutrients needed by the body, how the body uses nutrients, how nutrition affects health and how nutrition needs change at different stages of life. Explores how psychology, society and individual values and beliefs affect what and how people eat.

Credit hours: 3

OR100 ORIENTATION

Orientation is a course for all new students enrolling in American Sentinel University. Students practice navigating the online classroom as they learn about American Sentinel resources, posting to discussion forum, submitting assignments and strategies for success. Orientation provides numerous resources to new students for writing, APA, the library, webinars and student support both in and out of the classroom. The course includes discussion forums, a sample upload assignment and questionnaire. Orientation can be completed in 3-6 hours.

Credit hours: 0

PHI215 PHILOSOPHY OF RELIGIONS

Introduces the study of religion from several disciplinary approaches, including psychology, sociology, philosophy, and history and gender studies.

Credit hours: 3

PHI320 COMPUTER ETHICS

Explores the diverse moral issues surrounding the use of computers and information technology today, with an emphasis on differentiating ethical and unethical behavior in various scenarios.

Credit hours: 3

PHI454 BUSINESS ETHICS

Examines ethics and values in business.

Credit hours: 3

PHIL101 INTRODUCTION TO PHILOSOPHY

Introduces students to the field of philosophical inquiry. After defining philosophy and identifying the major fields of philosophical study, the course examines the history of Western thought, from the famous Greek philosophers up to the cutting-edge intellectuals of today. Dives into various thematic topics, including metaphysics, epistemology, free will and determinism, evil and the existence of God, personal identity, ethical values and political philosophy.

The course concludes with an analysis of different perspectives, including Eastern philosophies, and postcolonial thought.

Credit hours: 3

POLS101 AMERICAN GOVERNMENT

Explores the end result of the vision of the framers of the Constitution: American government. Students explore how the government is structured and how it operates as well as the three branches of government that make up the system of checks and balances. Students also examine the Constitution as a living, changing document.

Credit hours: 3

PSY140 INTRODUCTION TO PSYCHOLOGY

Begins the scientific study of human behavior, including motivation, stress, learning, sleep and memory. Also addresses research methods.

Credit hours: 3

SOC135 INTRODUCTION TO SOCIOLOGY

Provides an overview of the terminology, theories and questions used by sociologists to study how groups, cultures, institutions, norms, values and social issues shape society.

Credit hours: 3

SOC220 GLOBALIZATION

Explores the global nature of contemporary social change. Case studies illustrate the impact of global trade, economic interdependence and health status on the world's developing cultures.

Credit hours: 3

SOC250 TECHNOLOGY AND SOCIETY

Examines the broad implications of technological innovation on society and the world's personal, political, economic and environmental issues.

Credit hours: 3

WEB301 WEB DESIGN I

Students create a website using Hypertext Markup Language (HTML), extensible HTML (XHTML) and Cascading Style Sheets. Lab exercises and the final project teach students best practices in website design and creation.

Credit hours: 3

WEB306 WEB DESIGN II

Moves beyond the creation of individual HTML pages to the construction of entire websites using a WYSIWYG editor. Students apply principles of graphic design, integrate images and multimedia, and plan a website to meet the needs of a particular audience. Also covers promotion and

maintenance of an existing site.

Prerequisite: WEB301

Credit hours: 3

WEB316 ENHANCING WEB PAGES WITH JAVASCRIPT

Students explore the types of enhancements JavaScript can make to web pages by learning basic concepts of the JavaScript language: objects, event handlers and functions.

Credit hours: 3

WEB320 SERVER-SIDE WEB PROGRAMMING USING ASP.NET

Provides students with working knowledge of Active Server Pages (ASP) for creating dynamic, data-driven websites. Topics include ASP.NET development environment, web forms, server controls, data access issues, security, configuration and deployment. The course focuses on

Visual Basic and ASP.NET, but techniques learned will be applicable to most server-side scripting environments.

Prerequisites: IS116 and WEB301

Credit hours: 3

WEB400 XML APPLICATIONS DEVELOPMENT

Covers XML structure and syntax, XHTML, Document Object Model, XSLT, DTD and document schemas to describe and validate content and XML as databases.

Prerequisite: WEB301

Credit hours: 3



GRADUATE COURSE DESCRIPTIONS

ACC510 FINANCIAL AND MANAGERIAL ACCOUNTING

Describes accounting as the language of business and the role of accounting information in making economic decisions. Discusses the importance of financial accounting information for investors and creditors, internal parties and others. This course also reviews the importance of personal competence, professional judgment and ethical behavior in the accounting profession.

Credit hours: 3

BIO501 IDENTIFICATION OF THE INFECTIOUS DISEASE PROCESSES

Students investigate the origins, types, diagnosis and treatments of the most common infectious diseases found in the health care setting. The course builds on microbiology and epidemiology.

Prerequisite: EPI500 or EPI500PE

Credit hours: 3

BUSI500 OVERVIEW OF BUSINESS INTELLIGENCE

Gives students a foundation in business intelligence. Covers the manner in which companies perform business intelligence (by integrating sales, HR, customer, finance and product information within a data warehouse) and how business intelligence can improve decision-making capabilities.

Credit hours: 3

BUSI510 DATA MINING

Examines how data mining can identify trends (such as business process trends or in competition) using algorithms and other analytical methods.

Credit hours: 3

BUSI510PE DATA MINING

Examines how data mining can identify trends (such as business process trends or in competition) using algorithms and other analytical methods. This course includes practice experience hours.

Credit hours: 3

BUSI520 BALANCED SCORECARDS AND PERFORMANCE DASHBOARDS

Students investigate how key performance indicators that drive organizational change can be identified and communicated effectively.

Credit hours: 3

BUSI530 BUSINESS PERFORMANCE MANAGEMENT

Examines behavioral change, management and corporate governance. The first half of the course focuses on how to drive business strategy by setting performance objectives and through organization structures and management processes. The second half of the course focuses on managing teams and individuals toward performance objectives.

Credit hours: 3

BUSI540 CUSTOMER RELATIONSHIP MANAGEMENT

Focuses on the advantages of a customer relationship management system. Discusses the automation and support of customer processes, direct communication with customers (exclusive of sales and service representatives), and the analysis of customer information for a broad range of purposes.

Credit hours: 3

BUSI550 BUSINESS INTELLIGENCE TOOLS

Introduces students to business intelligence tools include analytical tools, ETL tools, and modeling and integration tools. The course discusses the nature of these tools as well as best practices for their effective application.

Credit hours: 3

BUSI599 BUSINESS INTELLIGENCE CAPSTONE PROJECT

Through a research project, the course extends and deepens the student's knowledge in the area of business intelligence. Students engage in research and learn how research can help executives solve problems.

Prerequisites: Completion of all required courses for the M.S. Business Intelligence.

Credit hours: 3

CS501 CONCEPTS OF COMPUTER PROGRAMMING LANGUAGES

This course explores the concepts and properties of modern programming languages with the focus on Java programming language. As students practice programming exercises, they will develop an understanding of good programming techniques.

Credit hours: 3

CS502 ALGORITHM DESIGN AND ANALYSIS

Focuses on analyzing and designing computer algorithms. Students gain practice in techniques of formal proof of

algorithm correctness.

Credit hours: 3

CS503 SYSTEM PROGRAMMING

This course covers system programming tools, techniques and methods associated with system programming, including command language interpreters, client-server applications, debuggers, mail systems, browsers, revision control systems, file systems, processes, threads and inter-process communication.

Credit hours: 3

CS511 ADVANCED CONCEPTS OF COMPUTER PROGRAMMING LANGUAGES

Introduces various fundamental concepts inherent in many programming languages. Topics include variables, expressions, statements, data types, scope, procedures, exception handling and concurrency. Students become familiar with the different types of programming constructs that exist and the wide range of methods by which different programming languages are implemented

Suggested prerequisite: CS310

Credit hours: 3

CS515 COMPUTING IN HEALTH CARE AND INFORMATICS

This course provides a summary of the technical challenges associated with health care and informatics system development and implementation. Topics will include electronic health records, meaningful use, data interoperability standards and the challenges of legacy systems. During the class, students will build a technical proposal for improving the usability or functionality of an EHR tool, health care-related website, home telehealth system or mobile patient applications.

Credit hours: 3

CS521 COMPUTER ARCHITECTURE

Concentrates on computer organization and design. Topics include logic design, machine instructions, computer arithmetic, data paths, pipelining and memory hierarchy.

Credit hours: 3

CS531 ADVANCED CONCEPTS OF OPERATING SYSTEMS

Emphasizes alternative approaches to solving problems encountered in the design of advanced operating systems.

Suggested prerequisite: CS420

Credit hours: 3

CS540 INTRODUCTION TO BIG DATA MANAGEMENT

This course introduces students to the data management, storage and manipulation tools available for data science. Students learn how to apply those tools to real scenarios.

An overview of SQL and No-SQL database technologies is presented. In addition, students will compare and contrast the strengths and weaknesses of the tools used in industry.

Credit hours: 3

CS541 CONCEPTS OF COMMUNICATION NETWORKS

Provides an overview of communication networks, architectures and protocols, with emphasis on computer networks (classification, topologies, switching and routing, maintenance).

Credit hours: 3

CS542 METHODS FOR DATA ANALYSIS

This course develops an understanding of core statistical and machine learning techniques. Students apply course content to real-life scenarios. By the end of the course, students will be able to apply statistics and machine learning techniques to data, and interpret and communicate their results. Web cases and video discussions included as part of the lectures to give students a view of current state of data science and the job market.

Credit hours: 3

CS550 INTRODUCTION TO CLOUD COMPUTING

This course covers current topics and trends on cloud computing, including Data Center as a Computer, Hadoop map-reduce ecosystem, Infrastructure as a Service (IaaS), Software as a Service (SaaS), Platform as a Service (PaaS). During this course, students develop a web application using IaaS, SaaS and PaaS SDKs and tool sets. Examples of applications associated with health care data are identified.

Credit hours: 3

CS551 CONCEPTS OF DATABASE SYSTEMS

Examines the development and administration of relational databases through the stages of the database application lifecycle, advanced topics in database administration and recent trends in database technologies.

Suggested prerequisite: IS326

Credit hours: 3

CS555 SERVICE-ORIENTED DISTRIBUTED COMPUTING

This course includes cooperative information systems and service-oriented computing. Techniques for achieving coordinated behavior among a decentralized group of information system components are explored. Students also gain an advanced understanding of the Hadoop map-reduce ecosystem, distributed databases, conceptual modeling, and Web services and applications.

Credit hours: 3

CS561 CONCEPTS OF ARTIFICIAL INTELLIGENCE

Explores various methods that use machines to

approximate human reasoning. Focuses on the evolution of artificial intelligence and discusses research tools for AI problem solving.

Suggested prerequisite: CS431

Credit hours: 3

CS565 WIRELESS AND MOBILE SYSTEMS

This course covers emerging technologies resulting from the rapid adoption of big data, cloud and mobile system advances. Using new applications, devices and analytic methods in conjunction with mobile systems are greatly enhancing service provider and customer interaction to produce more actionable information for both. The focus of this course will be investigating the current and future potential of these wireless and mobile systems.

Credit hours: 3

CS571 CONCEPTS OF SOFTWARE

Study of the evolution of software development. Covers theory and industry practice on the topics of software design and implementation.

Suggested prerequisite: CS220

Credit hours: 3

CS640 LEARNING FROM DATA

This course covers structure and manipulation of data and core machine-learning techniques used to add knowledge in real-world scenarios. By the end of the course, students will be able to understand data science issues impacting their business, establish robust experimental tests of data-driven hypotheses, generate meaningful and reliable findings and communicate them clearly.

Credit hours: 3

CS650 SOCIAL NETWORKS AND CLOUD COMPUTING

This course covers cloud computing from the perspective of algorithms, machines, and people. Therefore, students will be introduced to the algorithms that are executed on distributed systems in order to provide efficient services to large collections of users. Throughout the course, students will analyze examples from nursing, health care, and information technology.

Credit hours: 3

CS665 PROGRAMMING MOBILE SYSTEMS

Course covers relevant mobile device architectures (mobile phones, tablet computers). Students learn how to develop mobile applications that communicate with cloud services and exchange data using a variety of scenarios, mostly taken from Health Care Informatics (HCI) and Geospatial Information Systems (GIS).

Credit hours: 3

CS666 ADVANCED MOBILE SYSTEMS

Use of mobile services and devices are becoming

pervasive throughout the world. In order to accommodate this exponential growth and gain maximum benefit for both providers and users, advance systems are rapidly evolving to meet the demand. This course will investigate the integration of internal and external resources and capabilities that provide enterprise solutions in a highly mobile environment.

Credit hours: 3

CS675 AUTHENTICATION

Covers the taxonomy of identification and authentication mechanisms. Topics include access control, biometrics, tokens and data privacy.

Credit hours: 3

CS699 CAPSTONE PROJECT

Students demonstrate their mastery of the M.S. Computer Science course work. The course enables students to apply what they have learned in a hands-on project of their choosing based on their specific areas of interest.

Prerequisites: Completion of all MSCS required courses

Credit hours: 3

ECN540 MANAGERIAL ECONOMICS

Introduces students to the skills of the economist by reviewing the basic principles of micro and macroeconomic analysis. Examines the application of these principles to the real world through examples and case studies.

Credit hours: 3

EPI500 PRINCIPLES OF EPIDEMIOLOGY

Provides students with a foundational understanding of the core principles of epidemiology of human disease prevention and treatment, with particular emphasis on emerging infectious and blood-borne diseases.

Credit hours: 3

FIN500 CORPORATE FINANCE

Begins with a general overview of finance in the corporate setting and then moves into specific topics and concepts, including financial instruments, mergers and acquisitions, long-term financing, cash flow, return on investment and techniques used in financial management.

Credit hours: 3

GIS500 GIS PRINCIPLES AND PRACTICE

Explores the use of GIS across multiple disciplines. Through case studies and examples from health care, government, business, emergency management and social services students experience geospatial tools as they are used to visualize and analyze geospatial data. Students are introduced to the use of commercial and open-source GIS tools, including ArcGIS and Google Earth that are used throughout the MGIS program.

Credit hours: 3

GIS510 GEOSPATIAL PRACTICUM USING ARCGIS

Introduces a broad array of uses of ArcGIS software, an industry-standard GIS suite of visualization and analysis tools. Expanding on topics covered in GIS500, students explore the functionality and modules available within ArcGIS that allow users to create, display and analyze geographic data in ways that effectively communicate complex information to a variety of users. Students gain hands-on experience using ArcGIS tools through a variety of examples, projects, and case studies.

Prerequisite: GIS500 or may be taken concurrently with GIS500

Credit hours: 3

GIS515 GEOSPATIAL DATA

Provides an overview of strategies and techniques to deal effectively with the various geospatial data formats. Includes a review of geospatial data and formats as well as spatial ETL tools and advanced processes to manage, manipulate and transform data into information needed to answer spatially oriented questions.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS520 DEVELOPING AND ENTERPRISE LEVEL GEOSPATIAL STRATEGY

Presents geospatial strategies that can be used by small to mid-size organizations and businesses that generally lack a dedicated IT or geospatial infrastructure. Gives students an understanding of how a variety of commercial, web-based and open-source GIS tools can successfully be deployed in the workplace. Principles and methods for creating, operating, maintaining and managing data for multiuser geospatial information systems are studied. Each student will customize and document a multi-user geographic information system of their design.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS525 GIS ACCURACY, ETHICS AND THE LAW

Provides an advanced overview of the issues associated with GIS data quality, the ethical use and presentation of GIS data, legal aspects of data ownership, and the rights and responsibilities associated with data use. Includes relevant terminology and concepts found in research articles, official documents, and court cases that link theory and practice.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS530 WEB-BASED APPLICATIONS AND RESOURCES FOR GEOSPATIAL ANALYSIS

Focuses on the use of web-based applications and resources used in geospatial analysis and visualization.

Includes an overview of the components of a modern web map application, the basics of the most popular web map application technological approaches, and the principles related to using these resources to create customized web-based strategies for geospatial problem solving. Open-source, mobile, and crowd-sourcing applications are assimilated into the course to demonstrate new approaches to the acquisition and use of geospatial data.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS540 EMERGING TOPICS, TRENDS AND TECHNOLOGIES IN GEOSPATIAL ANALYSIS

From mobile technologies, to cloud implementation, to locational awareness, and to remote sensing, geospatial technologies and applications are becoming a daily part of our lives. This course presents current and future geospatial technologies and trends and provides strategies for staying current within this rapidly changing field.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS550 GIS APPLICATIONS IN HEALTH AND HUMAN SERVICES

Provides an overview of the ways in which geospatial visualization and information systems are incorporated within the health and human services industry. Includes case studies and hands-on exercises from the public health, human services, hospital and health care sectors that illustrate the ways in which geospatial tools are used to acquire, access, visualize, and analyze a variety of geospatial data and to present the data and information within a Public Participating (Societal GIS) GIS.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS560 GIS APPLICATIONS IN BUSINESS

This course takes a geospatial approach to using GIS tools in business. Topics include geospatial marketing strategies, supply chain, site selection, business analytics, banking, customer satisfaction and location and related geospatial strategies. The course emphasizes examples using web-based and open-source tools that can easily be incorporated into small to mid-sized businesses lacking a significant IT infrastructure.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS570 GIS APPLICATIONS IN GOVERNMENT

Government agencies and departments collectively represent one of the largest users and producers of geospatial data and information. Students will access and use data generated throughout different levels of government including local, county, state and federal levels. Students learn how data is shared, limitations to sharing data across agencies and departments, and the

informational needs, responsibilities and differences at each of these levels within government.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS580 GIS APPLICATIONS IN DEFENSE, INTELLIGENCE AND PUBLIC SAFETY

Geospatial applications in defense and public safety cross multiple boundaries. From situational awareness on the battlefield to coordination of humanitarian relief efforts following a disaster. Often these activities require the real-time generation of geospatial data to be used in rapidly changing situations. This course provides students an understanding of the technologies and tools used within this dynamic geospatial environment.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS590 GIS APPLICATIONS IN ENVIRONMENT AND NATURAL RESOURCES

Presents concepts and complex issues related to the use of GIS for environmental and natural resource management. Includes the collection, assessment and use of environmental data sets from various national and international sources. Emphasizes aspects related to data quality and its impacts on the interpretation of geospatially presented data for addressing global-scale issues and challenges.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS600 GEOSPATIAL PROJECT OVERVIEW

Provides the foundation necessary to develop geospatial projects. Principles related to the development of problems statements, selection of geospatial tools and collection of data are introduced. Course track students complete a focused geospatial project. Project track students complete the initial phase of a three-course project.

Prerequisites: GIS500 and GIS510

Credit hours: 3

GIS601 DESIGN AND DEVELOPMENT OF GEOSPATIAL PROJECT

Students continuing in the project track work with faculty members to develop a project plan for a comprehensive geospatial project. Students define the scope of the project, collect preliminary data and conduct a literature review. Successful completion is defined as acceptance of the project plan by a three member GIS faculty committee. Projects must also be approved by the Institutional Review Board.

Prerequisite: GIS600

Credit hours: 3

GIS602 GEOSPATIAL PROJECT AND PRESENTATION

Students implement and complete the project approved in GIS 601. The results of the project are presented as a final paper and public webinar. Successful completion is defined as acceptance of the paper and webinar by the GIS faculty committee

Prerequisite: GIS601

Credit hours: 3

HCA510 HEALTH SERVICES MANAGEMENT

Explores the managerial roles, processes, technologies and tools applicable to a variety of health services organizations.

Credit hours: 3

HCA515 HEALTH CARE MARKETING

Builds on the basics of marketing theory and principles to include opportunities created by web-based strategies and social media. Discusses the role of the marketing professional in researching and recommending market positioning, as well as in market branding and crisis management. Focuses on the creation of a detailed marketing plan for a health care product or service.

Credit hours: 3

HCA520 MODERN ORGANIZATIONS AND HEALTH CARE

Provides an in-depth discussion of the theories and practical applications of management within health care organizations. Covers the primary management functions of planning and organizing and also features specialized topics such as communications, process management and leadership.

Credit hours: 3

HCA525 STATISTICS FOR HEALTH CARE ADMINISTRATION

Teaches students to use Microsoft Excel to perform statistical analysis of operational data critical for the management of complex medical systems. Focuses on using statistics in common health care databases, allowing the administrator to assess and analyze data. Topics include how to effectively graph and summarize datasets and inferential data, including the appropriate use of Chi-square, t-test, analysis of variance and correlation.

Credit hours: 3

HCA530 HEALTH CARE FINANCIAL MANAGEMENT

Managing the financial aspects of a health care organization has unique challenges not found in other industries. The course addresses both the financial management challenges and best practices in this rapidly growing industry.

Credit hours: 3

HCA538 HEALTH CARE INFORMATION RESOURCES MANAGEMENT

Explores concepts and techniques in health care enterprises for information resources management. Covers strategic assessment of information needs, resource allocation, techniques for prioritization and control, system acquisition and strategic planning for information system needs.

Credit hours: 3

HCA542 HEALTH CARE STRATEGIC MANAGEMENT

Explores the logic, structure and best practices of health care strategic management in the uncertain, complex health care environment of today.

Credit hours: 3

HCA545 HEALTH CARE STRATEGIC MANAGEMENT AND PLANNING

Students will investigate the process of determining the direction of a health care system by establishing objectives and designing and implementing strategies. The course will stress the dynamic nature of the issues as they relate to the rapidly evolving health care delivery system.

Credit hours: 3

HCA550 RISK MANAGEMENT FOR HEALTH CARE ORGANIZATIONS

Introduces the health administrator to the area of risk management, covering patient safety, governance, organization risks, and key statutes, standards and regulations.

Credit hours: 3

HCA560 PERFORMANCE IMPROVEMENT IN HEALTH CARE

Provides health care leaders with the knowledge and tools to create and advocate for quality-centric, next-generation health care organizations. Covers statistical process control, six sigma, lean processes and other techniques for improving the performance of a health care organization.

Prerequisite: HCA525

Credit hours: 3

HCA599 HEALTH CARE MANAGEMENT CAPSTONE

This research-based course deepens students' understanding of an important health care management issue by integrating their professional experience with the knowledge obtained during the MBA course work. Students select a research topic and work with the professor to develop and implement a research work plan that results in a research report.

Prerequisites: Completion of all required courses

Credit hours: 3

HCI500 INTRODUCTION TO THE HEALTH CARE INDUSTRY

Develops a student's basic understanding of the various health care models/systems and their effects on the health of populations. Emphasizes system/theory thinking, case management, health policy, the interrelatedness of elements within health care systems, and strategies to influence systems. Students investigate various types of ownership structures (for-profit, nonprofit and government) and how ownership affects payment and delivery of care. Students learn about the regulations and compliance issues related to patient care.

Credit hours: 3

HCI508 CLINICAL AND ADMINISTRATIVE SYSTEMS

This course provides the foundation of clinical information collection, processing, recording, and use to support decision-making in health care environments. Emphasizes compliance with regulatory standards, safety and quality implementation efforts.

Credit hours: 3

HCI515 DATA MANAGEMENT

This course covers the activities, deliverables, and stakeholder relationships involved with managing various organizational data assets and functions. Major topics include data governance, data architecture management, data development, data operations management, data security, reference and master data management, data warehousing and business intelligence/informatics management, document and content management, metadata management, and data quality management.

Credit hours: 3

HCI520 DATA ANALYTICS AND USE OF ANALYTICAL TOOLS

This course provides students with a detailed description of data analytics and its impact on various sectors of the health care environment. Topics include data factor considerations such as selection, type, location and integration that affect the analytic process and often make up 80% of the analytical process effort; analytical methods and exposure to tool capabilities that assist in the analytical process; ancillary analytical considerations that impact various organizational risks, and team member responsibilities that affect the quality of the analytic process results.

Credit hours: 3

HCI534 LEGAL AND ETHICAL ISSUES

Examines the increasing legal, moral and ethical dilemmas that health care professionals face in their daily work. Examines the practical application of legal and ethical principles to real health care situations.

Credit hours: 3

HCI535 INTRODUCTION TO HEALTH CARE INFORMATICS

Explores the development and utilization of health care informatics for the administration of health care agencies and institutions. Students acquire the skills needed to analyze information needs, design solutions and manage information storage, transfer and retrieval in health care environments. This introductory course provides experiential learning in data repositories, acquisition of data, interpretation of data, and use of data to improve quality and safety in patient care.

Credit hours: 3

HCI540 HEALTH CARE FINANCE AND ECONOMICS

This course is designed for the experienced finance student. The course blends the topics of accounting and finance that have become part of the everyday life of most health care executives. Students study the conceptual basis and mechanisms of financial analysis and decision-making as they pertain to the health care industry sector with the focus on information systems and technology.

Credit hours: 3

HCI545 HEALTH CARE STRATEGIC MANAGEMENT AND PLANNING

Students will investigate the processes of determining the direction of a healthcare system by establishing objectives and designing and implementing strategies with a focus on information systems and technology. The course will stress the dynamic nature of the issues as they relate to the rapidly evolving health care delivery system.

Credit hours: 3

HCI550 RISK MANAGEMENT FOR HEALTH CARE ORGANIZATIONS

Introduces the health administrator to the broad area of risk management, covering the key areas of patient safety, governance, organization risks, and key statutes, standards and regulations. Students learn about basic claims administration, risk financing and insurance principles and coverage. The course includes activities in organizational risk.

Credit hours: 3

HCI555 INFORMATION SECURITY AND PRIVACY IN HEALTHCARE

This course explores the technical and physical requirements for secure information storage, processing and retrieval in health care enterprises. Focuses on legal and regulatory issues unique to health care environments.

Credit hours: 3

HCI599 HEALTH CARE INFORMATICS CAPSTONE

This course is the culminating experience for the student in health care informatics. Students develop capstone projects that demonstrate mastery of program objectives.

The project is research based, relevant to current practice, and focused on the use of informatics within the health care environment.

Prerequisites: Successful completion of the 11 other courses in the Master of Health Care Informatics program.

Credit hours: 3

IS515 DATABASE SYSTEMS MANAGEMENT

This course provides an understanding of the issues in managing data as an essential organizational resource. Students learn enterprise data architecture components, data storage configurations, and information retrieval methods. The course proceeds from the relational model to Big Data, including the multidimensional model, cloud storage, in-memory databases, and NoSQL.

Prerequisite: IS326

Credit hours: 3

IS525 DATA COMMUNICATIONS AND NETWORKING

Focuses on the technical and managerial issues important to data communications in a modern business environment, including issues related to local and wide-area networks.

Credit hours: 3

IS530 ORGANIZATIONAL SYSTEMS METRICS

Covers how IT departments can gather and report organization-wide metrics that integrate processes, technology, and people. Students learn to develop a dashboard with metrics relevant to health care organizations.

Credit hours: 3

IS535 SYSTEMS ANALYSIS, DESIGN AND IMPLEMENTATION

In-depth examination of the stages of the systems development lifecycle and the tools and techniques used in each stage.

Credit hours: 3

IS541 ORGANIZATIONAL BEHAVIOR FOR TECHNOLOGY PROFESSIONALS

Explores the complexity of human behavior and group dynamics in organizations. Emphasizes situations involving the application of technology. Students also study ethical challenges relevant to information systems managers.

Credit hours: 3

IS545 IT GOVERNANCE AND COMPLIANCE

Explores governance and compliance issues associated with legislation such as Sarbanes-Oxley. Governance and compliance are defined and students learn how to create the documentation needed for an audit.

Credit hours: 3

IS550 PROJECT AND CHANGE MANAGEMENT

Examines the knowledge sets, skills, tools and techniques of managing projects, with an emphasis on how project management contributes to the strategic goals of an organization. Topics include strategic management process, project planning, evaluating project risk, resource scheduling, project management structures and project team and partner management issues.

Credit hours: 3

IS555 INFORMATION SECURITY AND PRIVACY IN HEALTH CARE ENVIRONMENTS

Explores the technical and physical requirements for secure information storage, processing and retrieval in health care enterprises. Focuses on legal and regulatory issues unique to health care environments.

Credit hours: 3

IS560 HEALTH CARE INFORMATION SYSTEMS

Analyzes key technologies required to implement a cost-effective information infrastructure within healthcare environments. This course examines major trends in healthcare information technology with emphasis on compliance with regulatory standards, safety and quality implementation efforts.

Credit hours: 3

IS565 DECISION SUPPORT AND INTELLIGENT SYSTEMS

Examines the technologies behind management support systems and how those systems are used to support the decision-making process. Also covers decision support systems, executive information systems, expert systems and other types of management support systems.

Credit hours: 3

IS575 DATA WAREHOUSING

Explores the key components found in a data warehouse, describes a methodology for its development and discusses how a data warehouse system benefits an organization.

Credit hours: 3

IS590 STRATEGIC INFORMATION SYSTEMS MANAGEMENT

Examines information technology as a strategic asset in today's organizations. Covers the history of IT and IS management practices and discusses current and emerging trends. Prepares students to respond effectively to the types of issues they will face in IS management.

Credit hours: 3

IS595 SPECIAL TOPICS IN INFORMATION SYSTEMS

Explores current topics in information systems.

Credit hours: 3

IS599 CAPSTONE PROJECT

The capstone in information systems builds upon the concepts of all information systems courses. Using problem-solving techniques, students develop and implement viable solutions to technology or design needs in the business or institutional environment.

Prerequisite: Completion of all M.S. Information Systems Management courses

Credit hours: 3

MBA500 INTRODUCTION TO THE MBA

Provides an orientation to the MBA program at American Sentinel University. Students identify a business challenge that they fully develop throughout the program and present as part of the program capstone (MBA599).

Credit hours: 3

MBA510 BUSINESS SIMULATIONS (CAPSIM)

Puts students into the middle of a competitive business situation where they are challenged to solve real problems faced by organizations through a term-length business simulation. Students work as members of a business team, competing against other teams to solve financial, management, human resource and other challenges to build a successful enterprise in a competitive market environment.

Credit hours: 3

MGT510 ORGANIZATIONAL BEHAVIOR

Identifies approaches to learning and applying the skills necessary to effectively manage an organization's team members toward organizational objectives.

Credit hours: 3

MGT520 IT FOR BUSINESS MANAGEMENT

Students analyze a fictional digital firm that has been greatly impacted by e-business and e-commerce. Managers of such firms identify challenges, understand the technologies that will help them address these challenges and design processes to take advantage of the technologies.

Credit hours: 3

MGT540 STRATEGIC MANAGEMENT OF TECHNOLOGY AND INNOVATION

Focuses on the strategic management of technology and innovation. Focuses on how companies use emerging trends in technology to compete and improve profitability. Learning objectives are achieved through reading assignments and case studies.

Credit hours: 3

MGT550 HUMAN RESOURCE MANAGEMENT

Explores HR's evolving role in the strategic management of an organization and how it is a source of competitive advantage.

Credit hours: 3

MBA599 CAPSTONE PROJECT PRESENTATION

MBA599 is the culmination of the MBA degree program. Students complete their MBA by delivering an online presentation that communicates the results of their MBA challenge to a panel of business professionals. The online presentation mimics the distributed working environment found in many national and international companies, allowing students to gain practical experience in organizing, presenting and managing a complex online meeting. Combined with the completion of an ePortfolio, MBA599 provides evidence of the business competencies gained throughout the program.

Prerequisites: Completion of all required courses

Credit hours: 3

MBA560 ENTREPRENEURSHIP

Provides students with the necessary information to get started as a successful entrepreneur in today's ultracompetitive and often hostile business environment. Students read about entrepreneurs from many types of entrepreneurial businesses and engage in activities that help them explore possible paths for building their own successful careers. Students develop a "challenge company."

Credit hours: 3

MGT580 STRATEGIES FOR CHANGE

Teaches students to identify significant changes in information technology and adjust work processes to benefit from them. Students learn to develop strategies for managing change in their own work environments.

Credit hours: 3

MKT530 MARKETING MANAGEMENT

Designed for the general business student, not just marketing students. Students review marketing research techniques, identify approaches to creating brand equity and strengthening brand positions, develop product and pricing strategies and learn about the design and management of integrated marketing communications programs.

Credit hours: 3

N500 HEALTH CARE SYSTEMS

Evaluates health care systems and their effect on the health of populations. Emphasizes systems/theory thinking, case management, health policy, the interrelatedness of elements within health care systems and strategies to influence health care systems.

Credit hours: 3

N501 ADVANCED PRACTICE ROLE DEVELOPMENT

Focuses on the historical development of advanced practice nursing, including but not limited to the advanced roles studied by students at American Sentinel University. These

roles include nurse educator, nurse administrator, nurse case manager, nurse informaticist, and infection control and prevention nurse. Students discuss and explore the advanced practice nursing roles and core competencies. They also conduct in-depth analysis of the advanced practice nursing role within the context of the health care system and complex social, economic, diverse, technologic, legal, ethical and political environments.

Credit hours: 3

N505 THEORETICAL FOUNDATIONS

Concentrates on nursing models and theories that support professional nursing practice. Students analyze and synthesize various theoretical frameworks. Explores application of the various theories and covers both clinical nursing practice and nursing research efforts.

Credit hours: 3

N505PE THEORETICAL FOUNDATIONS

Concentrates on nursing models and theories that support professional nursing practice. Students analyze and synthesize various theoretical frameworks. Explores application of the various theories and covers both clinical nursing practice and nursing research efforts. This course practice experience activities.

Credit hours: 3

N508 CLINICAL AND ADMINISTRATIVE SYSTEMS

Covers clinical information collection, processing, recording and use to support decision-making in health care environments.

Credit hours: 3

N508PE CLINICAL AND ADMINISTRATIVE SYSTEMS

This course provides the foundation of clinical information collection, processing, recording, and use to support decision-making in healthcare environments. Emphasis will be placed on compliance with regulatory standards and safety and quality implement efforts. This course includes practice experience hours.

Credit hours: 3

N510 DIVERSE POPULATIONS AND HEALTH CARE

Introduces concepts of health care for diverse populations. Examines differences between Western and non-Western cultures in social organization, roles and expectations, communication patterns and values/beliefs underlying health-illness issues. Investigates the causes of health disparity across and within nations.

Credit hours: 3

N512 ADVANCED PATHOPHYSIOLOGY

Emphasizes concepts from the biological sciences and nursing science in an examination of pathophysiologic

principles and common pathological conditions. Regulatory and compensatory mechanisms as they relate to commonly occurring diseases are examined. Cellular biology, anatomy, genes and gene-environment interactions, mechanisms of self-defense, cellular proliferation, and pathophysiologic alterations related to organs and body systems are included. The focus is on pathological conditions across the life span.

Credit hours: 3

N515 RESEARCH DESIGN

Studies the research process in nursing practice and reviews quantitative and qualitative methods. Students critique current nursing research and develop a research proposal.

Credit hours: 3

N515PE RESEARCH DESIGN

Studies the research process in nursing practice and reviews quantitative and qualitative methods. Students critique current nursing research and develop a research proposal. This course includes practice experience hours.

Credit hours: 3

N520 INTRODUCTION TO MODERN ORGANIZATIONS AND HEALTH CARE

Addresses application of the behavioral sciences to management. Gives an overview of managing the modern organization and the structure of industrial and non-industrial organizations. Emphasizes the relationship between organizational and administrative theories and the current health care delivery system.

Credit hours: 3

N521 ADVANCED PHARMACOLOGY

Focuses on the theoretical background and the principles of pharmacokinetics, pharmacodynamics, and pharmacotherapeutics of prescribed and over-the-counter drugs, and natural products commonly used in the advanced practice nurse's management of acute and chronic illnesses, and in the general well-being of persons throughout the lifespan. Students will learn to employ therapeutic decision-making in drug selection and evaluation in the course of patient care within the context of knowledge concerning pathophysiology and current pharmacological research. Students will also monitor and assess the effectiveness of drug therapy and formulate clinical care and teaching plans (in terms of safe and effective use of drugs and natural products) for persons from diverse populations. Patient education, legal, ethical and economic issues are reviewed.

Credit hours: 3

N522PE ADVANCED PHYSICAL ASSESSMENT

This advanced physical assessment course builds upon the undergraduate nursing knowledge of anatomy and physiology, pathophysiology, and health assessment

skills. The course uses a comprehensive health promotion, disease prevention and health restoration model. It focuses on the culturally competent, advanced, comprehensive assessment of clients across the life span, including effective data collection and documentation. This course includes practice experience hours.

Credit hours: 3

N525 HUMAN RESOURCES MANAGEMENT

Addresses the challenge of recruiting, motivating and retaining key individuals in health care delivery and administrative roles. Introduces topics such as the strategic role of human resources, and hiring, motivating, appraising, retaining and releasing employees.

Credit hours: 3

N525PE HUMAN RESOURCES MANAGEMENT

Addresses the challenge of recruiting, motivating and retaining key individuals in health care delivery and administrative roles. Introduces topics such as the strategic role of human resources, and hiring, motivating, appraising, retaining and releasing employees. This course includes practice experience hours.

Credit hours: 3

N530 LEADERSHIP IN HEALTH CARE ORGANIZATIONS

Explores the critical role that leadership plays in the sustainable success of contemporary health care organizations. Students learn the components of effective leadership, how to build teams within a culturally diverse workplace, and how to build, motivate and lead high-performance departments.

Credit hours: 3

N530PE LEADERSHIP IN HEALTH CARE ORGANIZATIONS

Explores the critical role that leadership plays in the sustainable success of contemporary health care organizations. Students learn the components of effective leadership, how to build teams within a culturally diverse workplace, and how to build, motivate and lead high-performance departments. This course includes practice experience hours.

Credit hours: 3

N531 CURRICULUM DESIGN AND LEARNING OUTCOMES

Provides a historical, current and futuristic analysis of curriculum development in nursing education.

Credit hours: 3

N531PE CURRICULUM DESIGN AND LEARNING OUTCOMES

Provides a historical, current and futuristic analysis of curriculum development in nursing education. This course

includes practice experience hours.

Credit hours: 3

N532 TEACHING TO DIVERSE LEARNING STYLES

Explores world views of health and illness, cultural perspectives and the educational needs of economically and politically diverse populations.

Credit hours: 3

N532PE TEACHING TO DIVERSE LEARNING STYLES

Explores world views of health and illness, cultural perspectives and the educational needs of economically and politically diverse populations. This course includes practice experience hours.

Credit hours: 3

N533 ASSESSMENT OF LEARNING

Focuses on assessment and performance evaluation on an individual student in an academic or institutional setting. Student will be expected to research and identify formative and summative evaluation methods and develop tools and testing to measure specific learning outcomes.

Credit hours: 3

N533PE ASSESSMENT OF LEARNING

Focuses on assessment and performance evaluation on an individual student in an academic or institutional setting. Students will be expected to research and identify formative and summative evaluation methods and develop tools and testing to measure specific learning outcomes. This course includes practice experience hours.

Credit hours: 3

N534 DISTANCE EDUCATION

Focuses on the development, applications, implementation and evaluation of distance-learning projects. Explores the various web tools and technologies that can be used to enhance the online learning experience.

Credit hours: 3

N534PE DISTANCE EDUCATION

Focuses on the development, applications, implementation and evaluation of distance-learning projects. Explores the various web tools and technologies that can be used to enhance the online learning experience. This course includes practice experience hours.

Credit hours: 3

N535 HEALTH CARE INFORMATICS

Explores development and utilization of health care informatics in the administration of health care agencies and institutions. Focuses on the acquisition of clinical and financial information, information processing, analysis and reporting, and informatics trends.

Credit hours: 3

N535PE HEALTH CARE INFORMATICS

Explores development and utilization of health care informatics in the administration of health care agencies and institutions. Focuses on the acquisition of clinical and financial information, information processing, analysis and reporting, and informatics trends. This course includes practice experience hours.

Credit hours: 3

N537 ORGANIZATIONAL DYNAMICS OF HIGHER EDUCATION

Focuses on the organization of higher education institutions and the regulations and accreditation standards that guide the work of academic leadership.

Credit hours: 3

N537PE ORGANIZATIONAL DYNAMICS OF HIGHER EDUCATION

Focuses on the organization of higher education institutions and the regulations and accreditation standards that guide the work of academic leadership. This course includes practice experience hours.

Credit hours: 3

N540 HEALTH CARE FINANCE AND ECONOMICS

This course is designed for the experienced finance student. It blends the topics of accounting and finance in a health care setting.

Credit hours: 3

N540PE HEALTH CARE FINANCE AND ECONOMICS

This course is designed for the experienced finance student. It blends the topics of accounting and finance in a health care setting. This course includes practice experience hours.

Credit hours: 3

N541 CONCEPTS OF CASE MANAGEMENT

Examines the evolution of the case manager's role through current practice models and the role of the case manager as an advanced nurse practitioner.

Credit hours: 3

N542 PROCESS OF CASE MANAGEMENT

Examines the nursing process as it relates to quality improvement, patient outcomes and client plan development. Guides students who continue on to take the case management capstone course.

Credit hours: 3

N543 CASE MANAGEMENT AND EVIDENCE-BASED PRACTICE

Focuses on the process of evidence-based caregiving. Examines the role of the case manager as a client advocate.

Credit hours: 3

N543PE CASE MANAGEMENT AND EVIDENCE-BASED PRACTICE

Focuses on the process of evidence-based caregiving. Examines the role of the case manager as a client advocate. This course includes practice experience hours.

Credit hours: 3

N544 INTRODUCTION TO LIFE CARE PLANNING

Examines the financial and ethical aspects of disease management in patient care, including the identification and coordination of long-term care for vulnerable populations.

Credit hours: 3

N544PE INTRODUCTION TO LIFE CARE PLANNING

Examines the financial and ethical aspects of disease management in patient care, including the identification and coordination of long-term care for vulnerable populations. This course includes practice experience hours.

Credit hours: 3

N545 HEALTH CARE STRATEGIC MANAGEMENT AND PLANNING

Students investigate the processes of determining the direction of a health care system by establishing objectives and designing and implementing strategies. Stresses the dynamic nature of related issues in a rapidly evolving health care delivery system.

Credit hours: 3

N545PE HEALTH CARE STRATEGIC MANAGEMENT AND PLANNING

Students investigate the processes of determining the direction of a health care system by establishing objectives and designing and implementing strategies. Stresses the dynamic nature of related issues in a rapidly evolving health care delivery system. This course includes practice experience hours.

Credit hours: 3

N550 LEGAL AND ETHICAL ISSUES IN HEALTH CARE MANAGEMENT

Examines the increasing legal, moral and ethical dilemmas that health care professionals face in their daily work. Examines the practical application of legal and ethical principles to real health care situations.

Credit hours: 3

N555 MANAGEMENT AND ORGANIZATIONAL LEADERSHIP CAPSTONE

Introduces systematic investigation of nursing problems. Includes historical overview of research in nursing and current research priorities, classroom practice in critically reviewing published literature and the systematic review of

research findings.

Prerequisites: Completion of all required courses

Credit hours: 3

N555PE MANAGEMENT AND ORGANIZATIONAL LEADERSHIP CAPSTONE

Introduces systematic investigation of nursing problems. Includes a historical overview of research in nursing and current research priorities, classroom practice in critically reviewing published literature and the systematic review of research findings. This course contains practice experience activities.

Prerequisites: Completion of all required courses

Credit hours: 3

N555C CASE MANAGEMENT CAPSTONE

This course is the culminating experience for the M.S. Nursing, case management specialization student. Addresses issues relating to the development and implementation of new case management programs and evaluation of existing case management programs.

Prerequisites: Completion of all required courses

Credit hours: 3

N555CPE CASE MANAGEMENT CAPSTONE

This course is the culminating experience for the M.S. Nursing, case management specialization student. Addresses issues relating to the development and implementation of new case management programs and evaluation of existing case management programs. This course includes practice experience hours.

Prerequisites: Completion of all required courses

Credit hours: 3

N555IC INFECTION CONTROL CAPSTONE

This course is the culminating experience for the M.S. Nursing, infection prevention and control specialization student. Students develop a comprehensive infection control program demonstrating mastery of the specialization objectives.

Prerequisites: Completion of all required courses

Credit hours: 3

N555ICPE INFECTION CONTROL CAPSTONE

This course is the culminating experience for the M.S. Nursing, infection prevention and control specialization student. Students develop a comprehensive infection control program demonstrating mastery of the specialization objectives. This course contains practice experience activities.

Prerequisites: Completion of all required courses

Credit hours: 3

N555E EDUCATION CAPSTONE

This course is the culminating experience for the graduate nurse educator student into the practicum of faculty membership in an educational institution. Issues related to tenure and promotion, governance, academic freedom, and ethical concerns in teaching will be addressed. Inquiries into the nature of scholarship, educational research, and the integration of evidence-based practice to the academic areas will be discussed. An institutional assessment will be completed and compared to a nursing theory by the graduate student including recommendations for current or future changes/ program development.

Prerequisites: Completion of all required courses

Credit hours: 3

N555EPE EDUCATION CAPSTONE

This course is the culminating experience for the graduate nurse educator student into the practicum of faculty membership in an educational institution. Addresses issues related to tenure and promotion, governance, academic freedom and ethics in teaching. Discusses inquiries into the nature of scholarship, educational research and the integration of evidence-based practice into the academic areas. An institutional assessment will be completed and compared to a nursing theory by the graduate student including recommendations for current or future changes/ program development. This course includes practice experience hours.

Prerequisites: Completion of all required courses

Credit hours: 3

N555I INFORMATICS CAPSTONE

This course is the culminating experience for the M.S. Nursing, nursing informatics specialization student. The student develops a detailed plan for evaluating, contracting and implementing a new technology in a health care organization, demonstrating mastery of the nursing informatics specialization objectives.

Credit hours: 3

N555IPE INFORMATICS CAPSTONE

This course is the culminating experience for the M.S. Nursing, nursing informatics specialization student. Students develop a detailed plan for evaluating, contracting and implementing a new technology in a health care organization, demonstrating mastery of the nursing informatics specialization objectives. This course contains practice experience activities.

Credit hours: 3

N570 INFECTION PREVENTION AND CONTROL

Explores the roles and responsibilities of the infection prevention and control professional. Students develop infection control policies and procedures for dealing with internal infection and the influx of patients with communicable diseases.

Prerequisite: EPI500 or EPI500PE

Credit hours: 3

N570PE INFECTION PREVENTION AND CONTROL

Explores the roles and responsibilities of the infection prevention and control professional. Students develop infection control policies and procedures for dealing with internal infection and the influx of patients with communicable diseases. This course includes practice experiences.

Prerequisite: EPI500 or EPI500PE

Credit hours: 3

N571 DESIGN OF A SURVEILLANCE SYSTEM

Enables students to design a surveillance and epidemiologic investigation using computerized tools and decision support systems.

Prerequisite: EPI500 or EPI500PE

Credit hours: 3

N571PE DESIGN OF A SURVEILLANCE SYSTEM

Enables students to design a surveillance and epidemiologic investigation using computerized tools and decision support systems. This course includes practice experiences.

Prerequisite: EPI500 or EPI500PE

Credit hours: 3

N572 COLLECTION AND INTERPRETATION OF SURVEILLANCE DATA

Students implement a surveillance and epidemiologic investigation, collecting and analyzing data.

Prerequisite: N571 or N571PE

Credit hours: 3

N572PE COLLECTION AND INTERPRETATION OF SURVEILLANCE DATA

Students implement a surveillance and epidemiologic investigation, collecting and analyzing data. This course includes practice experiences.

Prerequisite: N571 or N571PE

Credit hours: 3

STR570 INTRODUCTION TO STRATEGIC MANAGEMENT

Provides formal methods of defining an organization's purpose and aligning the business to achieve corporate goals. Examines emerging information processing technologies as important elements of strategic planning.

Credit hours: 3

DOCTORAL COURSE DESCRIPTIONS

BUSI700 BUSINESS INTELLIGENCE

Gives students a foundation in business intelligence. Covers the manner in which companies perform business intelligence (by integrating sales, HR, customer, finance and product information within a data warehouse) and how business intelligence can improve decision-making capabilities.

Credit hours: 3

BUSI700PE BUSINESS INTELLIGENCE

Gives students a foundation in business intelligence. Covers the manner in which companies perform business intelligence (by integrating sales, HR, customer, finance and product information within a data warehouse) and how business intelligence can improve decision-making capabilities. This course includes practice experience hours.

Credit hours: 3

HCA725 STATISTICS FOR HEALTH CARE ADMINISTRATORS

Enables students to use Microsoft Excel to perform mid-level statistical analysis of operational data critical for the management of complex medical systems.

Credit hours: 3

MA700 ADVANCED STATISTICS

Applies intensive statistics to the health sciences. Topics include descriptive statistics, probability, binomial, Poisson and normal distributions, estimation and hypothesis testing of common parameters, analysis of variance for single factor and two factors, correlation and simple linear regression.

Credit hours: 3

N700 LEADERSHIP - SETTING THE EXAMPLE

This eight-week course with a one-week immersion experience sets the pace of the doctoral program and is focused on executive leadership in a dynamic health care environment. Students explore contemporary leadership theory in the context of their own leadership styles, taking into account organizational culture and governance complexities.

Credit hours: 3

N700PE LEADERSHIP - SETTING THE EXAMPLE

This eight-week course with a one-week immersion experience sets the pace of the doctoral program and is focused on executive leadership in a dynamic health care environment. Students explore contemporary leadership theory in the context of their own leadership styles, taking into account organizational culture and governance

complexities. This course includes practice experiences.

Credit hours: 3

N702 ORGANIZATIONAL DYNAMICS OF HIGHER EDUCATION

Focuses on the organizational structure of higher education, starting with the federal and state laws that govern academic institutions. Students explore the standards for national and regional accreditation, as well as those for specific health specialties. Students also explore the nature of leadership roles in public and private academic institutions.

Credit hours: 3

N702PE ORGANIZATIONAL DYNAMICS OF HIGHER EDUCATION

Focuses on the organizational structure of higher education, starting with the federal and state laws that govern academic institutions. Students explore the standards for national and regional accreditation, as well as those for specific health specialties. Students also explore the nature of leadership roles in public and private academic institutions. This course includes practice experience hours.

Credit hours: 3

N705 HEALTH POLICY

Focuses on the health policy process, critique of current health care reform legislation, and the role of government in the regulation of health care. Students examine the role of federal and state agencies and propose strategies for nursing influence and involvement.

Credit hours: 3

N705PE HEALTH POLICY

Focuses on the health policy process, critique of current health care reform legislation, and the role of government in the regulation of health care. Students examine the role of federal and state agencies and propose strategies for nursing influence and involvement. This course includes practice experience hours.

Credit hours: 3

N710 LEARNER-CENTERED CURRICULUM DESIGN AND LEARNING OUTCOMES

Provides a historical, current and futuristic analysis of curriculum development in nursing education. Discusses the practical applications of curriculum design, guidelines for curriculum development, implementation and the evaluation necessary to provide a sound basis of nursing care in the 21st-century health environment. This course also identifies

expectations of accrediting bodies.

Credit hours: 3

N710PE LEARNER-CENTERED CURRICULUM DESIGN AND LEARNING OUTCOMES

Provides a historical, current and futuristic analysis of curriculum development in nursing education. Discusses the practical applications of curriculum design, guidelines for curriculum development, implementation and the evaluation necessary to provide a sound basis of nursing care in the 21st-century health environment. This course also identifies expectations of accrediting bodies. This course includes practice experience hours.

Credit hours: 3

N712 ASSESSMENT OF LEARNING

Focuses on assessment and performance evaluation of students in the academic or institutional setting. Students research and identify formative and summative evaluation methods and develop tools and testing methods to measure specific learning outcomes.

Credit hours: 3

N712PE ASSESSMENT OF LEARNING

Focuses on assessment and performance evaluation of students in the academic or institutional setting. Students research and identify formative and summative evaluation methods and develop tools and testing methods to measure specific learning outcomes. This course includes practice experience hours.

Credit hours: 3

N714 ROLE OF TECHNOLOGY AND SIMULATION IN NURSING EDUCATION

Explores the use of the Internet, WEB 2.0 tools and other online technologies used in the delivery of academic programs. Students will explore research on best practices in online learning. The course also explores the pedagogy and methodology behind the use of simulation in nurse education.

Credit hours: 3

N714PE ROLE OF TECHNOLOGY AND SIMULATION IN NURSING EDUCATION

Explores the use of the Internet, WEB 2.0 tools and other online technologies used in the delivery of academic programs. Students will explore research on best practices in online learning. The course also explores the pedagogy and methodology behind the use of simulation in nurse education. This course includes practice experience hours.

Credit hours: 3

N715 QUALITY MANAGEMENT TECHNIQUES

Students build organizational plans that incorporate fundamentals of organizational change theory and theories of human behavior. The course focuses on the use of

technology and data analytics to manage large-scale initiatives. The focus is on the generation and analysis of meaningful data during the project life cycle.

Credit hours: 3

N715PE QUALITY MANAGEMENT TECHNIQUES

Students build organizational plans that incorporate fundamentals of organizational change theory and theories of human behavior. The course focuses on the use of technology and data analytics to manage large-scale initiatives. The focus is on the generation and analysis of meaningful data during the project life cycle. This course includes practice experience hours.

Credit hours: 3

N720 HEALTH CARE FINANCE

Introduces the economics of health and health care, thoroughly develops and explains economic ideas and models, and discusses current health economics literature. Provides students a working knowledge of the analytical tools used in the contemporary health care setting.

Credit hours: 3

N720PE HEALTH CARE FINANCE

Introduces the economics of health and health care, thoroughly develops and explains economic ideas and models, and discusses current health economics literature. Provides students a working knowledge of the analytical tools used in the contemporary health care setting. This course includes practice experience hours.

Credit hours: 3

N725 HEALTH SERVICE RESEARCH

Focuses on health services research and its value in executive nurse practice. Students review health services research types and studies to inform research design.

Credit hours: 3

N725PE HEALTH SERVICE RESEARCH

Focuses on health services research and its value in executive nurse practice. Students review health services research types and studies to inform research design. This course includes practice experience hours.

Credit hours: 3

N732 EDUCATIONAL RESEARCH

An overview course on planning, conducting and evaluating of quantitative and qualitative research methods in education.

Credit hours: 3

N732PE EDUCATIONAL RESEARCH

An overview course on planning, conducting and evaluating of quantitative and qualitative research methods in education. This course includes practice experience hours.

Credit hours: 3

N735 CONTEMPORARY USE OF HEALTH INFORMATION TECHNOLOGY

Investigates how key performance indicators that drive organizational change can be identified and communicated effectively. Students use current health technology tools to monitor key organization, risk management and quality indicators.

Credit hours: 3

N735PE CONTEMPORARY USE OF HEALTH INFORMATION TECHNOLOGY

Investigates how key performance indicators that drive organizational change can be identified and communicated effectively. Students use current health technology tools to monitor key organization, risk management and quality indicators. This course includes practice experience hours.

Credit hours: 3

N740 CAPSTONE PROJECT I

Focuses on the development of a problem statement and hypotheses for the research project. Faculty members provide one-on-one guidance throughout the course.

Credit hours: 3

N740PE CAPSTONE PROJECT I

Focuses on the development of a problem statement and hypotheses for the research project. Faculty members provide one-on-one guidance throughout the course. This course includes practice experience hours.

Credit hours: 3

N741 QUALITATIVE RESEARCH METHODS

Discusses qualitative inquiry as a research method. Topics include history and theoretical approaches to inquiry, the development of a research plan, collection and analysis of qualitative data and the role of the researcher.

Credit hours: 3

N742 PRINCIPLES OF FINANCE AND FUND DEVELOPMENT

Uses case studies to analyze the development and use of economic resources to maximize the economic potential of a program or school. Students explore various staffing options and approaches to union/labor contracting.

Credit hours: 3

N742PE PRINCIPLES OF FINANCE AND FUND DEVELOPMENT

Uses case studies to analyze the development and use of economic resources to maximize the economic potential of a program or school. Students explore various staffing options and approaches to union/labor contracting. This course includes practice experience hours.

Credit hours: 3

N744 GRANT FUNDING

Students develop a better understanding of grant-funded opportunities to support faculty development, strengthen program and enhance technologies. This course offers specific strategies for writing successful grant proposals.

Credit hours: 3

N745 STRATEGIC LEADERSHIP

Focuses on leadership theory and tools and how leadership can be applied to contemporary practice to strategically manage change and development.

Credit hours: 3

N745PE STRATEGIC LEADERSHIP

Focuses on leadership theory and tools and how leadership can be applied to contemporary practice to strategically manage change and development. This course includes practice experience hours.

Credit hours: 3

N760 STRATEGIC PLANNING

Explores the logic, structure and best practices of health care strategic management, including human capital management, financial projections and organizational risk management.

Credit hours: 3

N760PE STRATEGIC PLANNING

Explores the logic, structure and best practices of health care strategic management, including human capital management, financial projections and organizational risk management. This course includes practice experience hours.

Credit hours: 3

N765 CAPSTONE PROJECT II

Supports the development of chapters one through three of the research proposal developed in N740. Successful completion is defined as approval of the research proposal by both the academic review committee and the institutional review board.

Prerequisite: N740 or N740PE

Credit hours: 3

N765PE CAPSTONE PROJECT II

Supports the development of chapters one through three of the research proposal developed in N740. Successful completion is defined as approval of the research proposal by both the academic review committee and the institutional review board. This course includes practice experience hours.

Prerequisite: N740PE

Credit hours: 3

N770 CAPSTONE PROJECT III

Supports the implementation and analysis of a research project. Successful completion is defined as approval of the completed research project by the committee and the dean and an accompanying oral defense.

Prerequisite: N765 or N765PE

Credit hours: 3

N770PE CAPSTONE PROJECT III

Supports the implementation and analysis of a research project. Successful completion is defined as approval of the completed research project by the committee and the dean and an accompanying oral defense. This course includes practice experience hours.

Prerequisite: N765PE

Credit hours: 3

STATE REGULATORY INFORMATION

ALABAMA

State approval of a program to offer Alabama-licensed nurses opportunities for advanced degrees does not indicate eligibility for approval to practice as an advanced practice nurse in Alabama. Applications for approval in Alabama are required to meet the Alabama requirements for national certification, graduation from a specific-type program for the advanced practice approval, and completion of the appropriate application. Any program offering a pre-licensure track to Alabama students shall meet the requirements of the Alabama regulations for pre-licensure programs or the graduates may not be eligible to take the national licensure examination required by the Alabama Board of Nursing to enter the practice. www.abn.alabama.gov

ARKANSAS

General Education

American Sentinel's general education curriculum focuses on competencies needed to enhance the lives of students and on the critical skills needed to achieve each program's goals.

American Sentinel's general education curriculum focuses on competencies:	
English	6 credit hours
Fine Arts/ Humanities	9 credit hours
Social Sciences	9 credit hours
Math	3 credit hours*
Science	8 credit hours
<i>Students must complete or transfer in eight credit hours, including two credit hours of lab.</i>	
Institutional General Education Requirements	
Global Awareness	6 credit hours
MA215 Statistics (for RN to BSN and RN to MSN only)	3 credit hours
Total General Education Requirements	*42-43 credit hours

GENERAL EDUCATION (41 credit hours)	
COURSES	Credit Hours*
OR100 Orientation	0
English (choose 6 credit hours)	
ENG110 English Composition I	3
ENG210 English Composition II	3
COM215 Public Speaking	3
Fine Arts/ Humanities (choose 9 credit hours, including one history course)	
HIS125 Western Civilization I	3
HIS225 Western Civilization II	3
PHI320 Computer Ethics	3
PHIL101 Introduction to Philosophy	3
PHI454 Business Ethics	3
Social Sciences (choose 9 credit hours)	
HIS226 U.S. History (required)	3
ECN220 Principles of Microeconomics	3

ECN221 Principles of Macroeconomics	3
POLS101 American Government	3
PSY140 Introduction to Psychology	3
SOC135 Introduction to Sociology	3
SOC250 Technology and Society	3
Mathematics (choose 3 credit hours)*(RN to BSN and RN to MSN choose 6 credit hours)	
MA101 College Mathematics *(required for RN to BSN and RN to MSN)	3
MA120 College Algebra	3
MA215 Statistics *(required for RN to BSN and RN to MSN)	3
MA200 Introduction to Statistics	3
Science (8 credit hours – must include 2 hours of lab)	
BIO130 Introduction to Biology	3
BIO130L Introduction to Biology Lab	1
CHEM101 General Chemistry	3
CHEM101 General Chemistry Lab	1
Global Awareness (choose 6 credit hours)	
ANTH101 Cultural Anthropology	3
ENV101 Introduction to Environmental Science	3
GEO200 Global Geography	3
NUTR101 Global Nutrition	3
PHI215 Philosophy of Religions	3
SOC220 Globalization	3

ARKANSAS

2013 Tuition and Fees (For Arkansas Residents)

Associate Programs

Tuition: Multi Course/Credit Hours Plan (12-credit-hour commitment)	
Tuition per credit hour	\$400
Total number of credit hours	68
Total tuition	\$6,000 -\$24,000 depending on the number of transfer credits
Fees	
Application fee	\$0
Course extension fee	\$65
Late course registration fee	\$50
Prior learning assessment fee (per course)	\$300
Test out fee (per test)	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$125

American Sentinel University transcript fee (for each transcript requested)	\$10 per request
New student resource fee	\$175
Resource fee: semester students (Title IV recipients)	\$140 / 12 credit hours
Resource fee: term students (Non-Title IV recipients)	\$140 / 12 credit hours
Other Costs	
Books	New books cost approx. \$150 per course. Students may purchase used books. Students are not required to purchase books and materials directly from the university.

Bachelor's Programs

	Bachelor's programs	RN to BS Nursing
Tuition: Multi Course/Credit Hours Plan (12 credit hour commitment)		
Tuition per credit hour	\$400	\$400
Total number of credit hours	122-124	30-74
Total tuition	\$14,000 – \$49,600 (depending on the number of transfer credits)	\$12,000-\$29,600 (depending on the number of transfer credits)
Fees		
Application fee	\$0	\$0
Course extension fee	\$65	\$65
Late course registration fee	\$50	\$50
Program switch fee	\$150	\$150
Prior learning assessment fee (per course)	\$300	\$300
Test out fee (per test)	\$300	\$300
Graduation fee (payable 2 weeks prior to graduation)	\$125	\$125
American Sentinel University transcript fee (for each transcript requested)	\$10 per request	\$10 per request
New student resource fee	\$175	\$175
Resource fee: semester students (Title IV recipients)	\$140 / 12 credit hours	\$140 / 12 credit hours
Resource fee: term students (Non-Title IV recipients)	\$140 / 12 credit hours	\$140 / 12 credit hours
Other Costs		
Books	New books cost approx. \$150 per course. Students may purchase used books. Students are not required to purchase books and materials directly from the university.	

* All credit hours are equivalent to semester units

SATISFACTORY ACADEMIC PROGRESS (AS IT APPLIES TO TITLE IV, FEDERAL FINANCIAL AID RECIPIENTS ONLY)

Maximum Timeframe for Completion

All students who receive federal financial aid under Title IV of the Higher Education Act are required to complete their programs of study within 150% of the published length of the program. The following maximum timeframes apply to each degree program:

- ◇ Associate degrees – The published length is 68 semester credits. The maximum period must not exceed 102 total semester credits attempted.
- ◇ Bachelor's degrees – The published length is 122-124 semester credits. The maximum period must not exceed 183 total semester credits attempted.

MINNESOTA

General Education

For all associate and bachelor's programs, including the Bachelor of Science Nursing, all incoming students residing in the state of Minnesota will have completed at least 30 hours of general education credits. The student's associate degree courses will be evaluated before enrollment for the following information:

- ◇ At least six credit hours must be taken in each of the following general education areas: written communication, humanities, behavioral/social science, and science/ math. In the area of humanities, the Minnesota Office of Higher Education requires Minnesota residents to complete six credits, only three of which can be completed at American Sentinel University. Minnesota students will need to have completed and accepted for transfer credit an additional three credits for a humanities course in order to meet both American Sentinel and Minnesota general education humanities requirements.
- ◇ Computer and/or information technology courses are not considered general education by the state of Minnesota. Therefore, general education transfer credit will not be granted for any courses considered computer and/or information technology. In addition, students cannot complete their general education program requirements at American Sentinel by taking any of the computer and/or information technology courses that are offered in the general education category.
- ◇ If a prospective student is found to be deficient in one of the general education areas, they will be required to take courses at American Sentinel University or have acceptable transfer credit that will fulfill the missing general education requirements. These requirements must be met in order to graduate as long as the student is a resident of Minnesota.

Below, the courses with double asterisks are those that the Minnesota Office of Higher Education has indicated may not be used to meet general education requirements.

GENERAL EDUCATION (30 credit hours)	
Six credit hours are required in each general education category shown. All students are required to take one history course and one mathematics course.	
COURSES	Credit hours*
OR100 Orientation	0
<i>Written/Oral Communication (choose 6 credit hours)</i>	
COM215 Public Speaking	3
COM240 Principles of Business Communications	3
COM412 Professional Communication	3
ENG105 Beginning Writing	3
ENG110 English Composition I	3
ENG210 English Composition II	3

Humanities (choose 6 credit hours, including one history course)	
HIS125 Western Civilization I**	3
HIS225 Western Civilization II**	3
PHIL101 Introduction to Philosophy	3
PHI320 Computer Ethics**	3
PHI454 Business Ethics	3
Behavioral and Social Sciences (choose 6 credit hours)	
ECN220 Principles of Microeconomics	3
ECN221 Principles of Macroeconomics	3
HIS226 U.S. History	3
POLS101 American Government	3
PSY140 Introduction to Psychology	3
SOC135 Introduction to Sociology	3
SOC250 Technology and Society	3
Science, Mathematics and Information Technology (choose 6 credit hours, including one mathematics course)	
BIO130 Introduction to Biology	3
BIO130 L Introduction to Biology Lab	1
CHEM101 General Chemistry	3
CHEM101 L General Chemistry Lab	1
IS101 Introduction to Computer Science**	3
MA101 College Mathematics	3
MA120 College Algebra	3
MA200 Introduction to Statistics	3
MA215 Statistics	3
Global Awareness (choose 6 credit hours)	
ANTH101 Cultural Anthropology	3
ENV101 Introduction to Environmental Science	3
GEO200 Global Geography	3
NUTR101 Global Nutrition	3
PHI215 Philosophy of Religions	3
SOC220 Globalization	3

* Credit hours are equivalent to semester hours.

**Denotes courses not accepted by the Minnesota Office of Higher Education

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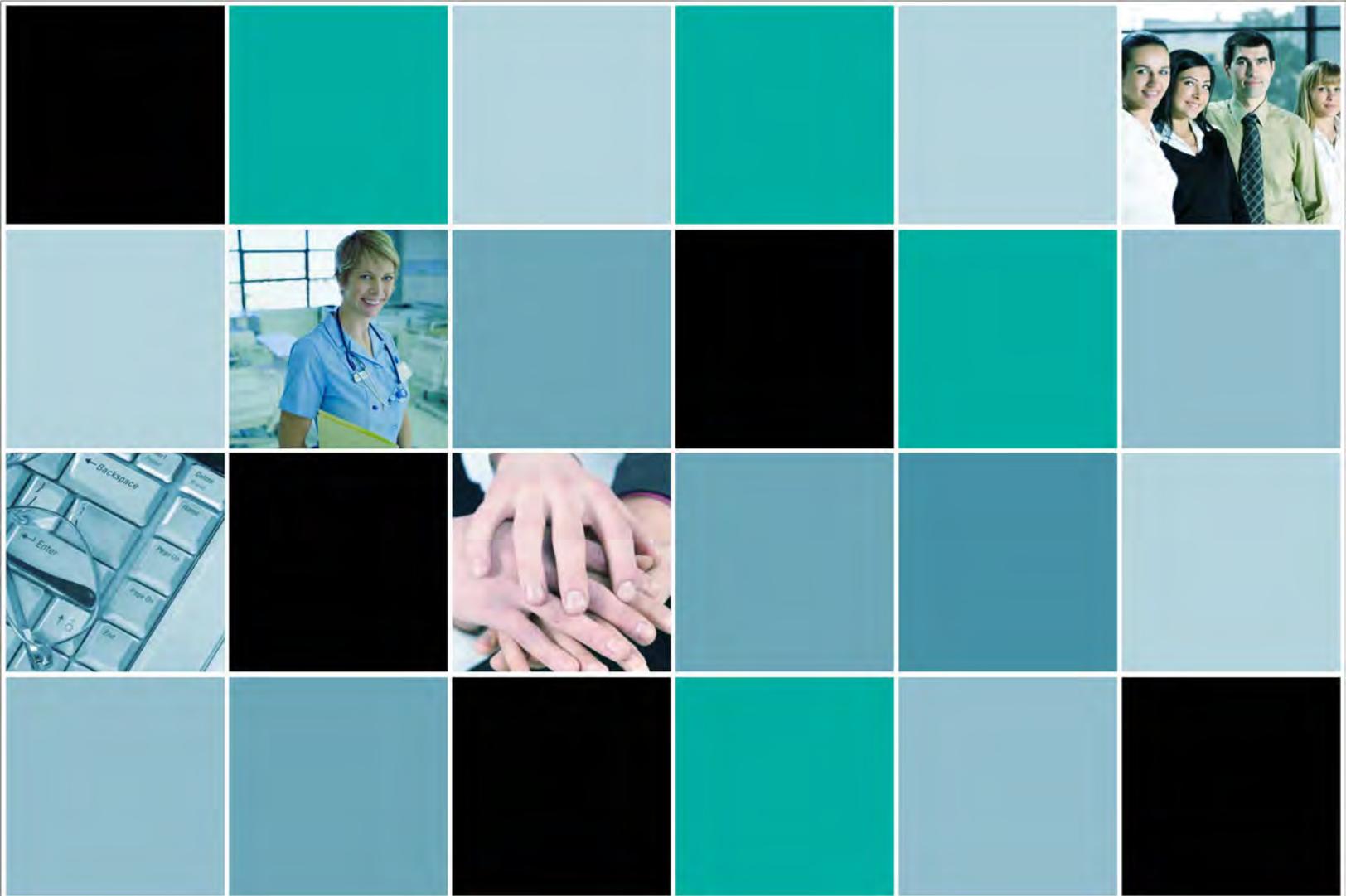
Hours of Operation:

7:30 a.m. to 5:00 p.m. (Mountain Time) Monday and Friday

7:00 a.m. to 6:00 p.m. (Mountain Time) Tuesday through Thursday

In compliance with federal law, including the provisions of Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, American Sentinel University does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military service in its administration of educational policies, programs, or activities; its admissions policies; scholarship and loan programs; American Sentinel University-administered programs; or employment. Inquiries or complaints should be directed to the director, compliance.

For required consumer disclosure information, visit www.americansentinel.edu/doe.



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