Bellevue University

Student Disclosure Sheets

Iowa Western Community College
Council Bluffs, Iowa

March 2012

BELLEVUE UNIVERSITY
2700 College Road, Stuart Hall, Room 1120
Council Bluffs, IA 51503

Computer Information Systems (B.S.) Undergraduate Term Based 36 Credit Hour Program 2011-2012 Formal Disclosure

Program Description: The Computer Information Systems degree program provides you with the background required to succeed in graduate study or in today's information systems environment. You may select from one of the following six emphases: Networking, Programming, Information Security, IT Project Management, Business, and Solutions Architect. Each is 15 credit hours, unless otherwise indicated. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: *(Excludes Application Fee, Books, and Supplies)*

Tuition:	$9,000.00
General College Fee:	400.00
Graduation Fee:	100.00
Total Cost:	**$9,500.00***

*Price may vary relative to changes in student tuition and fees

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

Cohort-Based Programs: You will receive a 100% refund if withdrawn before or during the first week of each class within the cohort program; 0% refund thereafter.

Term Based Courses: 12-Week Session

Prior to start of term	100%
1st week of term	100%
2nd week of term	80%
3rd week of term	70%
4th week of term	60%
5th week of term	50%
6th week of term	50%
7th week of term	40%
8th through 12th week of term	0%

Accreditation: Bellevue University is accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools, 30 North LaSalle Street, Suite 2400 Chicago, Illinois 60602-2504. Bellevue University has received specialized accreditation for its business programs: Bachelor of Science in Accounting, Bachelor of Science in Business Administration, and Master of Business Administration degree programs through the International Assembly for Collegiate Business Education (IACBE), Olathe, Kansas.

This disclosure is being provided in accordance with Iowa State Code 261B.9.

Thank you, and welcome to Bellevue University!

BELLEVUE UNIVERSITY
2700 College Road, Stuart Hall, Room 1120
Council Bluffs, IA 51503

Master of Business Administration (M.B.A.) Graduate Term Based 39 Credit Hour Program 2011-2012 Formal Disclosure

Program Description: Bellevue University's MBA is a 39-hour graduate program available online and in class. All students begin their program by taking MBA 605 Human Capital: Self-Development and Communication and MBA 606: Critical Thinking & Applied Problem Solving to frame their MBA experience. Concentration/elective courses are generally offered once a year. Therefore, it is best to plan out your entire program with your academic advisor shortly after you begin your first term so that you may sequence your courses appropriately. Upon completion of all degree requirements, a Master of Business Administration degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$18,915.00
General College Fee:	700.00
Graduation Fee:	100.00
Total Cost:	**$19,715.00***

*Price may vary relative to changes in student tuition and fees.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

Cohort-Based Programs: You will receive a 100% refund if withdrawn before or during the first week of each class within the cohort program; 0% refund thereafter.

Term Based Courses: 12-Week Session

Prior to start of term	100%
1st week of term	100%
2nd week of term	80%
3rd week of term	70%
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5th week of term	50%
6th week of term	50%
7th week of term	40%
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Council Bluffs, IA 51503

Master of Healthcare Administration (M.H.A.) Graduate Cohort 39 Credit Hour Program 2011-2012 Formal Disclosure

Program Description: The Master of Healthcare Administration program is designed to develop a specific set of competencies identified by the Healthcare Leadership Alliance as necessary for successfully managing the challenges of a broad and dynamic healthcare industry. This program emphasizes the administrative role of leaders in healthcare organizations, focusing on leadership and management principles, evidence-based healthcare administration and strong business practices. The program concludes with an applied Capstone Project examining a healthcare administration issue in the student's organization, with recommendations for changes and improvements. Upon completion of all degree requirements, a Master of Healthcare Administration degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$18,915.00
General College Fee:	600.00
Graduation Fee:	100.00
Total Cost:	**$19,615.00***

*There will be no change in tuition, fees, or program content for any reason during the course of the program, unless the student withdraws, restarts, or changes program majors.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

Cohort-Based Programs: You will receive a 100% refund if withdrawn before or during the first week of each class within the cohort program; 0% refund thereafter.

Term Based Courses: 12-Week Session

Prior to start of term	100%
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Council Bluffs, IA 51503

Human Services (M.A.) Graduate Term Based 36 Credit Hour Program
2011-2012 Formal Disclosure

Program Description: The Master of Arts in Human Services is a degree designed for individuals already employed in the human services field or planning on a career in the human services profession. This program is a non-licensure degree, and is not intended for those seeking mental health licensure or the practice of mental health counseling. This applied degree program is designed to enhance personal communication and leadership skills as well as provide an introduction to the variety of functions that are required of leaders in the human services arena. Candidates for graduate programs in Human Services must satisfy prerequisite requirements of 6 credit hours in the behavioral sciences and 3 credit hours in elementary statistics. Upon completion of all degree requirements, a Master of Healthcare Administration degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$17,460.00
General College Fee:	600.00
Graduation Fee:	100.00
Total Cost:	**$18,160.00***

*Price may vary relative to changes in student tuition and fees.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

Cohort-Based Programs: You will receive a 100% refund if withdrawn before or during the first week of each class within the cohort program; 0% refund thereafter.

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BELLEVUE UNIVERSITY
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Council Bluffs, IA 51503

Management of Information Systems (M.S.) Graduate Term Based 36 Credit Hour Program 2011-2012 Formal Disclosure

Program Description: The Master of Science in Management Information Systems is a customized degree tailored specifically to prepare you for management positions in the Information Technology profession. It consists of multiple components: the core and concentrations. The core explores the characteristics of information systems with emphasis on critical management issues. In addition to completing the core, students may select one or more of seven concentrations to obtain additional depth in, information security, computer information systems, solutions architecture, healthcare, business administration, or IT project management. Upon completion of all degree requirements, a Master of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$17,460.00
General College Fee:	600.00
Graduation Fee:	100.00
Total Cost:	**$18,160.00***

*Price may vary relative to changes in student tuition and fees.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

Cohort-Based Programs: You will receive a 100% refund if withdrawn before or during the first week of each class within the cohort program; 0% refund thereafter.

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Bellevue University

Student Disclosure Sheets

Western Iowa Technical Community College
Sioux City, Iowa

March 2012

BELLEVUE UNIVERSITY
4647 Stone Avenue, Room A221
Sioux City, IA 51102-5199

Business (B.S.) Undergraduate Cohort 36 Credit Hour Program
2011-2012 Formal Disclosure

Program Description: The Business program is offered in the accelerated, cohort-based format. The program emphasizes techniques, procedures, and methods for managing the technical functions of business. Topics include: information management, operations, economics and marketing, finance and accounting, and law and ethics. The program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. Their prerequisite is acceptance to the Business Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,320.00
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00***

*There will be no change in tuition, fees, or program content for any reason during the course of the program, unless the student withdraws, restarts, or changes program majors.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

Cohort-Based Programs: You will receive a 100% refund if withdrawn before or during the first week of each class within the cohort program; 0% refund thereafter.

Term Based Courses: 12-Week Session

Prior to start of term	100%
1st week of term	100%
2nd week of term	80%
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BELLEVUE UNIVERSITY
4647 Stone Avenue, Room A221
Sioux City, IA 51102-5199

Business Analysis and Management (B.S.) Undergraduate Cohort 36 Credit Hour Program 2011-2012 Formal Disclosure

Program Description: This program is offered in the accelerated cohort-based format. The Business Information Management program will prepare you if you do not have a computer technology degree or coursework, for business analyst, project management, management within information technology, and positions within industries with technical applications. The degree focuses on the broad concepts of information systems focusing on the business analyst role within an organization. The program provides you with a foundation of information technologies and enterprise information integration used in business applications. The program is designed to prepare you to sit for the Certified Business Analyst Professional (CBAP) exam. The program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. The program prerequisite is acceptance to the Business Information Management Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,320.00
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00***

*There will be no change in tuition, fees, or program content for any reason during the course of the program, unless the student withdraws, restarts, or changes program majors.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

Cohort-Based Programs: You will receive a 100% refund if withdrawn before or during the first week of each class within the cohort program; 0% refund thereafter.

Term Based Courses: 12-Week Session

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4647 Stone Avenue, Room A221
Sioux City, IA 51102-5199

Criminal Justice (B.S.) Undergraduate Cohort 36 Credit Hour Program
2011-2012 Formal Disclosure

Program Description: The Criminal Justice Administration program is offered in the accelerated, cohort-based format , concentrating on managing the unique set of constraints and opportunities provided in the criminal justice system. The program is designed for individuals working in, or closely associated with, the criminal justice system, and presents a focused set of managerial techniques, theories, and methods for the professional in that field. This program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. Their prerequisite is acceptance to the Criminal Justice Administration Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,320.00
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00***

*There will be no change in tuition, fees, or program content for any reason during the course of the program, unless the student withdraws, restarts, or changes program majors

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

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Sioux City, IA 51102-5199

Healthcare Management (B.S.) Undergraduate Cohort 36 Credit Hour Program
2011-2012 Formal Disclosure

Program Description: The Healthcare Management program is offered in the accelerated, cohort based format, concentrating on the knowledge necessary for managing healthcare services and providing organizational leadership. Emphasis is on integrating organizational systems in a highly regulated environment with the larger healthcare community focusing on building community coalitions for the purpose of maintaining health service access, quality, and cost containment. This program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. Their prerequisite is acceptance to the Healthcare Management Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,320.00
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00***

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Management (B.S.) Undergraduate Cohort 36 Credit Hour Program
2011-2012 Formal Disclosure

Program Description: This program is offered in the accelerated, cohort based format. This program provides students a comprehensive background in the skills, methods, and theories that undergird effective business management. The program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. Their prerequisite is acceptance to the Management Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,320.00
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00***

*There will be no change in tuition, fees, or program content for any reason during the course of the program, unless the student withdraws, restarts, or changes program majors.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

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Management of Human Resources (B.S.) Undergraduate Cohort 36 Credit Hour Program 2011-2012 Formal Disclosure

Program Description: This program is offered in the accelerated, cohort-based format and covers the methods and practices of the human resource management professional. Coursework emphasizes the mastery of knowledge and skills associated with human resource planning and analysis, Equal Employment Opportunity compliance, staffing, human resource development, compensation, benefits, and employee and labor/management relations. This program prepares you for the Professional in Human Resource (PHR) Certification examination. The program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. Their prerequisite is acceptance to the Human Resources Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,320.00
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00***

*There will be no change in tuition, fees, or program content for any reason during the course of the program, unless the student withdraws, restarts, or changes program majors.

Refund Policy: To receive a 100% refund, you must contact your academic advisor and complete the withdrawal process on or before the 100% refund deadline (see refund schedule below).

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Marketing Management (B.S.) Undergraduate Cohort 36 Credit Hour Program
2011-2012 Formal Disclosure

Program Description: This program in the accelerated, cohort-based format emphasizes the techniques and methods of managing and planning for marketing. You will proceed through the curriculum in a planned sequence that culminates with the development of a marketing plan. The program focuses on proven practices and application of theory covering research, the nature of consumers, sales management, advertising, quality management, law, and ethics in the marketing environment. This program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. Their prerequisite is acceptance to the Marketing Management Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,320.00*
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00**

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Security Management (B.S.) Undergraduate Cohort 36 Credit Hour Program
2011-2012 Formal Disclosure

Program Description: The Security Management program is offered in the accelerated, cohort-based format, concentrating on managing the challenging set of issues and situations faced by individuals working in private and industrial security. The program is designed for individuals working in the security industry and presents a focused set of managerial techniques, theories, and methods applicable to the professional in the field. The program is offered in class and online. The courses in this cohort program are designed to be taken in order as listed. Their prerequisite is acceptance to the Security Management Accelerated Degree Completion Program. Upon completion of all degree requirements, a Bachelor of Science degree will be awarded.

Cost of Program: ***(Excludes Application Fee, Books, and Supplies)***

Tuition:	$13,720.00
General College Fee:	300.00
Graduation Fee:	100.00
Total Cost:	**$13,720.00***

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5. The right to due process in the University's appeal and disciplinary procedures.
6. The right to have the University maintain and protect the confidential status of your academic conduct and counseling records. Except under legal compulsion, information contained in such records with the exception of name, major field of study, participation in recognized activities and sports, height and weight of members of athletic teams, dates of attendance, degree and awards received, and most recent previous school attended shall not be released to agencies outside the University without your expressed consent. You shall specify what categories, if any, of your records are excluded from such permission; otherwise the permission will be deemed to be general. If the permission is limited, this fact may be noted on the release. Recognition of this right of confidence shall not, however, infringe on the right of an individual to express his or her unofficial personal judgment within a professional framework as to your ability and character based on personal knowledge and the public reputation you have made for yourself in the University community.

You may obtain a copy of the University's FERPA policy from the Registrar, the Senior Director of Student Financial Services, or the Assistant Vice President for Student Engagement/Dean of Students.

The following are among your recognized responsibilities as a student:

1. The responsibility to exercise initiative in contributing to and maintaining standards of academic performance as established by the faculty and governing authorities of the University.
2. The personal responsibility for acting in such a manner as to promote and ensure for fellow students and members of the University family the rights outlined above.
3. Individual responsibilities for your actions with respect to University rules and regulations.
4. Individual responsibility for your actions with respect to the provisions of local, state, and federal laws.
5. Responsibility for conducting yourself in a manner that helps to create and maintain a learning atmosphere in which the rights, dignity, and worth of every individual in the University community are respected.
6. Responsibility to refrain from individual and group action that causes loss or damage to property and rights therein of the University, fellow students, or any other member of the University community.
7. You are expected to attend all class sessions or to actively participate in online classes, except in cases of significant circumstances (i.e. illness or death in the family). Notify faculty as soon as potential absences may occur.
8. You are bound by all rules, regulations, and processes of the Student Handbook that is effective during the terms of enrollment.
9. You are obligated to follow and be knowledgeable of the rules, regulations, processes, and requirements listed within your applicable catalog and Student Handbook, and as provided in the Bellevue University website Terms and Conditions of use.

Federal Disclosure Information

According to Federal Regulations, institutions must disclose certain information to enrolled students, prospective students, parents, and employees. On the following page (page 11) is a list of available disclosures, a brief description, contact, department, phone number, or where you can locate detailed information.

Disclosure	Description	Contact	Department	Phone	More Information
Rights Under Family Education Rights and Privacy Act (FERPA)	Student's right to review educational records	Michelle Eppler	Center for Student Engagement	402-557-7010	Student Handbook
FFEL/Direct Loan deferment for Peace Corps or volunteer services	Eligibility to defer loan payments for services performed in these areas	Jon Dotterer	Student Financial Services	402-557-7320	Student Financial Services Office
Available Financial Assistance	Types of Financial Aid Programs available at BU	Jon Dotterer	Student Financial Services	402-557-7320	University Catalog Financial Aid Web Page Financial Aid Brochure
Institutional Information	Statistics on completion, graduation, and transfer rates of BU students	Gerald Blasig Dr. Mary Hawkins Jon Dotterer	Business Office, President's Office, Student Financial Services	402-557-7075 402-557-7005 402-557-7320	University Catalog Student Handbook
Completion Rate, Graduation Rate, Transfer Out Rate	Information about schools costs, policies and procedures	Jim Maxwell	Public Relations	402-557-7786	President's Office
Athletic Program Participation Rates and Financial Support Data	Statistics/student gender, operating expenses, gender/head coach, full/part time for both students and coach	Ed Lehotak	Athletic Director	402-557-7050	President's Office
Athletic Program Completion Graduation Rates, Transfer Out Rate	Statistics on completion, graduation and transfer rates of BU students by gender and race	Ed Lehotak	Athletic Director	402-557-7050	President's Office
Campus Security Report	Crime Statistics of Bellevue University	Greg Allen	Safety Administrator	402-557-7079	Campus Security Brochure University Website

Outreach and Partnerships

South Omaha Community Scholarship Program

The South Omaha Community Scholarship Program at Bellevue University is designed to enroll, retain, and educate residents of South Omaha and Bellevue. This culturally and economically diverse section of the greater Omaha area has many Latino and low-income families. Bellevue University's main campus is located just a few miles from South Omaha, providing a small school atmosphere close to home, work, and family. By participating in this program, you receive one-on-one advising throughout the completion of your degree program. Significant scholarship support and professional career development is available for traditional, non-traditional, and Accelerated Bachelor's Degree Completion Program students.

Associate's Degree Transfer Agreements

Bellevue University has articulation agreements with several U.S. colleges and institutions, and with universities abroad. These agreements allow students graduating with transfer courses or degrees in technical, career, or liberal arts fields to transfer directly to Bellevue University to complete a bachelor's degree program.

Under agreements with two-year colleges, you will receive maximum program flexibility at a minimum cost, to receive full academic value for the associate level degree. If previously earned Bellevue University credit hours are included in the associate's degree, they are not counted in the total number of transfer hours.

You must complete the remaining specified coursework to obtain your bachelor's degree.

International institutions with articulation agreements include:

Galilee College – Bahamas

Hiroshima College of Foreign Languages – Hiroshima, Japan

Osaka College of Foreign Languages and International Business – Osaka, Japan

Senzoku Gakuen College, Mizonokuchi – Kawasaki, Japan

Syrian Virtual University – Damascus, Syria

Nanguo Business College of Guangdong University of Foreign Studies – Guangzhou, China

Guangzhou Vocational & Technical Institute of Industry & Commerce – Guangzhou, China

Anhui International Economy College – Hefei, China

Shanghai Maritime University – Shanghai, China

Jiangxi College of Foreign Studies – Nanchang, China