

Distance Learning Programs & Fees for 2012-2013

Revised:03/01/2013



NOTE: Fees listed are per term/semester and based on full-time participation (undergrad 12 - 18 hours and graduate 10 - 18 hours). Part-time students and credit hours over 18 are charged at the per credit hour rate. Tuition and Fee rates can be found at <http://www.uc.edu/af/bursar/fees.html>.

College / Program Description	CIP Code	Award/Degree	Instruct Fee	Non-Res Surcharge	General Fee	TITE Fee	Campus Life Fee	Program Fee	Other Fees	Total Per Term
Allied Health Sciences										
Medical Laboratory Science	511005	Bachelors (BS) Completion	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	-	-	\$ 5,572
Health Information Management Administration	510706	Bachelors (BSHS)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	-	-	\$ 5,572
Health Administration (part-time per hour only)	510702	Masters (MHA)	\$ 790	\$ 15	\$ 40	\$ 18	\$ 25	-	-	\$ 888
Respiratory Therapy	510706	Bachelors (BS) Completion	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	-	-	\$ 5,572
Speech-Language Pathology	510201	Masters (MA)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Business										
Taxation	521601	Masters (MS)	\$ 9,443	\$ 2,372	\$ 398	\$ 180	\$ 252	\$ 2,000	-	\$ 14,645
Corporate Taxation	521601	Post-Baccalaureate Certificate	\$ 9,443	\$ 2,372	\$ 398	\$ 180	\$ 252	\$ 2,000	-	\$ 14,645
Individual Taxation	521601	Post-Baccalaureate Certificate	\$ 9,443	\$ 2,372	\$ 398	\$ 180	\$ 252	\$ 2,000	-	\$ 14,645
Clermont										
Medical Biller/Coder	510716	Undergraduate Certificate	\$ 2,245	\$ 180	\$ 228	\$ 132	-	-	-	\$ 2,785
Software Productivity	510716	Undergraduate Certificate	\$ 2,245	\$ 180	\$ 228	\$ 132	-	-	-	\$ 2,785
Health Information Systems Technology	512706	Associates (AAS)	\$ 2,245	\$ 180	\$ 228	\$ 132	-	-	-	\$ 2,785
Education, Criminal Justice and Human Services										
Early Childhood Care and Education	131209	Associates (AAS)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	-	-	\$ 5,572
Early Childhood Education (Birth to age 5)	131209	Bachelors (BSED)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	-	-	\$ 5,572
Sign Language Interpreting	161603	Bachelors (BS)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	-	-	\$ 5,572
Curriculum and Instruction - General Studies	130401	Masters (MED)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Gifted Education	131004	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
National Board of Professional Teaching Standards	130301	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
STEM Teaching and Learning	131316	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Teacher Leader	130404	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Medical Education (C&I)	130301	Masters (MED)	\$ 7,091	\$ 150	-	-	-	-	-	\$ 7,241
Medical Education (C&I)	130301	Post-Baccalaureate Certificate	\$ 7,091	\$ 150	-	-	-	-	-	\$ 7,241
Educational Leadership	130401	Masters (MED)	\$ 7,091	\$ 150	-	-	-	-	-	\$ 7,241
Literacy & Second Language Studies	131315	Masters (MED)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Adult/International TESL	131401	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Postsecondary Literacy Instruction	131502	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
PreK - 12 Reading Instruction	131315	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Teaching English to Speakers of Other Languages	131401	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
School Psychology	422805	Masters (MED)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Behavioral Analysis	422805	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Special Education	511501	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Autism Spectrum Disorders	131013	Masters (MED)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Criminal Justice	430104	Post-Baccalaureate Certificate	\$ 7,091	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Community and Public Health Education	131307	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241
Leadership in Online Learning	130301	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	-	-	\$ 7,241

College / Program Description	CIP Code	Award/Degree	Instruct		Non-Res		General		Campus		Program		Other		Total Per Term
			Fee	Surcharge	Fee	Surcharge	Fee	ITTE Fee	Life Fee	Life Fee	Fee	Fees			
Engineering and Applied Science	Online Learning	130301	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 7,241	
	Substance Abuse Counseling	511501	Bachelors (BS)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 5,572	
	Substance Abuse Counseling	511501	Post-Master's Certificate	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 5,572	
	Substance Abuse Prevention	511501	Post-Baccalaureate Certificate	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 7,241	
	Substance Abuse Prevention	511501	Undergraduate Certificate	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 5,572	
Violence Prevention in Families	511505	Undergraduate Certificate	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 5,572		
Engineering and Applied Science	Fire Science Technology	430203	Associates (AAS)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	\$ 252	\$ 504	\$ -	\$ -	\$ -	\$ 6,076	
	Fire Science	430202	Bachelors (BSFSET)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	\$ 252	\$ 504	\$ -	\$ -	\$ -	\$ 6,076	
	Engineering (Mechanical/Electrical)	141901	Masters (MENG)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ 504	\$ -	\$ -	\$ -	\$ 7,745	
Nursing	Adult-Gero Primary Care Nurse Practitioner	513803	Masters (MSN)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ 413	\$ -	\$ -	\$ -	\$ 7,654	
	Adult-Gero Clinical Nurse Specialist	813803	Masters (MSN)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ 413	\$ -	\$ -	\$ -	\$ 7,654	
	Family Nurse Practitioner	513805	Masters (MSN)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ 413	\$ -	\$ -	\$ -	\$ 7,654	
	Nursing Administration	513802	Masters (MSN)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ 413	\$ -	\$ -	\$ -	\$ 7,654	
	Nurse Midwifery	513807	Masters (MSN)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ 413	\$ 834	\$ -	\$ -	\$ 8,488	
	Womens Health	513822	Masters (MSN)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ 413	\$ -	\$ -	\$ -	\$ 7,654	
	RN to BSN	513801	Bachelor's (BSN)	\$ 4,562	\$ 180	\$ 398	\$ 180	\$ 252	\$ 252	\$ 413	\$ -	\$ -	\$ -	\$ 5,985	
Pharmacy	Cosmetic Science	512001	Masters (MS)	\$ 6,261	\$ 150	\$ 398	\$ 180	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 7,241	



Office of the Bursar

Tuition and Fees

Paying Your Bill

Refunds

- Tuition Refund Schedules by Year
- Credit Balance Refund Schedules
- Refund Direct Deposit

Loans

Parent Information

FAQs

Forms

Contact Us

Popular UC Links

- One Stop Student Service Center
- Office of the Registrar
- Federal Privacy (FERPA) Regulations
- Student Financial Aid Office
- Student Health Insurance
- Housing and Food Service
- Tuition Refunds and Appeals Committee (TRAC)
- Right to Know Information

Popular External Links

- college.gov
- Ohio Department of Education
- U.S. Department of Education
- Internal Revenue Service
- ECSI



NOTE: All due dates and deadlines are based on Eastern Standard Time.

Refunds

There are two types of refunds; tuition refunds and credit balance refunds. The disbursement of refunds can come by direct deposit or by paper check.

Tuition and Fees Refunds

Tuition and fees refunds are governed by Board of Trustee Rule [20-31-05](#). Refund schedules only apply in the event one or more dropped classes' results in a decrease in total applicable tuition and fees.

For example, if you are enrolled for 18 credit hours (full-time status) and drop a 3 credit hour class (still full-time status) and your total fees do not change then the refund schedule will not be applied to the dropped class since there is no change in tuition and fees.

To see refund schedules by year go to [Tuition Refund Schedules by Year](#).

Sessions or classes with beginning or ending dates different than the standard term schedule have refund schedules in proportion to the standard term. For example, Summer accelerated sessions (A, B, C, D and E) are shorter than the standard Summer term so they have significantly reduced refund schedules.

Individual classes that do not follow the standard term have a different refund schedule. In some cases there may be no refund once the class has started due to the accelerated nature of the class.

Students can see the refund schedule for every class they are enrolled for at [One Stop Student Services](#) under MY CLASSES by selecting "register for classes." The classes are separated according to class length with a header detailing the applicable tuition refund schedule.

When a student drops a class outside of the 100% refund period they will see a charge (Drop in 50% Refund Period Charge) posted on their bill for 50% of the associated fees.

Credit Balance Refunds

A credit balance refund occurs when the posting of all aid (grants, loans, and other payments) exceed charges posted to the students account. Ten days before a term begins, the earliest legal day to do so, the university starts receiving Federal Loans on behalf of students. Once eligibility is verified the loan is posted to the student's account.

Starting Fall 2012, for undergraduate students with a credit balance the maximum refund that will be processed prior to the 14th day of class is \$2,000. On or before the 14th day of class, Student Accounts starts the process of refunding any remaining credit balance. Thereafter, student accounts are reviewed weekly for credit balances that may develop on student's accounts for various reasons.

Parents who have Federal Direct Parent PLUS Loans should know that these loans are applied first to a student's bill before any other aid (loan or scholarship). So unless the Parent PLUS loan exceeds eligible charges there will be no parent refund.

Graduate and professional (MD and JD) students will have their entire credit balance paid to them on the first check.

In all cases personal payments (cash, checks, or credit cards) are held until after the end of the drop/add period which is the 15th day of the term.

To see the credit balance refund schedule go to the [Credit Balance Refund Schedule](#).

PLEASE NOTE: The University will not use current term federal financial aid/loans to pay a prior term balance. Students are expected to pay any previous term balance separately and should not expect current, or future term, aid to cover the balance.

Direct Deposit

Direct deposit refunds is the university's preferred method of disbursing all student refunds, as it is safe, secure and quicker than paper checks.

When processing refunds, priority will be given to those students participating in direct deposit. Paper refund checks will not be issued until after all direct deposits have been processed. Students can sign up for direct deposit at [One Stop Student Services](#) under MY BILL by selecting "direct deposit my funds." Students are strongly encouraged to enroll in direct deposit.

Direct Deposit FAQs

- [What are some of the advantages of Direct Deposit?](#)
- [Can a direct deposit be made to any bank?](#)
- [How will I know when funds have been deposited in my bank account?](#)
- [What if I do not have a bank account?](#)
- [How do I enroll?](#)

EXHIBIT B

Can parents get their PLUS Loan refunds through Direct Deposit?

What are some of the advantages of Direct Deposit?

- ✦ Generally, the funds are deposited in your bank account in 2-3 business days.
- ✦ Mailing address problems are eliminated.
- ✦ You do not have to wait for the university to go through the process of printing, folding, and stuffing envelopes.
- ✦ You do not have to wait for the mail service to deliver your check.
There is protection against check theft or loss. All stop payments on checks are assessed a \$25 fee and replacement of lost or stolen checks can take 2 weeks.
- ✦ You do not have to stand in line at your bank to deposit or cash your check.
- ✦ Students that request a stop pay on a refund check that they have not yet received, may have the fee waived if they enroll in direct deposit.

Can a direct deposit be made to any bank?

The university can direct deposit to any U.S. financial institution with electronic funds transfer capabilities as most banks participate in the electronic funds transfer network. Contact your bank if you have any questions about the bank's ability to accept direct deposit.

How will I know when funds have been deposited in my bank account?

Notification will be sent to your university assigned e-mail account.

What if I do not have a bank account?

If you do not have a bank account, you have the option to sign up for one through our campus banking partner, PNC Bank. You can contact them at:

PNC Bank
University of Cincinnati
2766 UC MainStreet
Tangeman University Center #301

Phone: (513) 569-4190 or (800) 762-2265
Fax: (513) 569-4194
Web: www.pnc.com/uc

How do I enroll?

To set up direct deposit as a student, go to One Stop Student Services under MY BILL by selecting "direct deposit my refunds."

Can parents get their PLUS Loan refunds through Direct Deposit?

Parents who have Federal Plus Loans can sign up to have their refunds direct deposited, once your student has assigned you access privileges and you have the necessary UC credentials, which include an UCID, UDERNAME, and PASSWORD. To learn more about getting access privileges and your UC credentials go to "Parent Credentials and Access". Once you have these you may then sign up for direct deposit using the Parent Portal.

Note: Keep in mind that parents only receive loan refunds if their loan amount is greater than the student's bill.

Paper Checks

Paper check refunds will be processed (printed, stuffed, and mailed) once a week, usually on Friday; however, direct deposit refunds will be processed daily. Please keep in mind that a student who signed up for direct deposit and was due a refund the same week as a student receiving a paper check refund typically will receive their refund before a person receiving a paper refund.

If you choose to receive your checks by paper check refunds and do not participate in direct deposit, it is critical that you keep your address up to date. When mailing checks, the university uses the following order with the first address found as the proper address to mail the paper check: dorm, local, permanent, parent. You can update your address at One Stop Student Services under MY INFORMATION and select "change my address."

Please note that stop payment requests on paper checks will only be consider once a check has been missing for 10 business days from date of mailing.

Other Things to Know About Refund Checks

Refund checks should be cashed promptly. Federal Title IV Recipients are subject to Federal regulations which require the university to return stale refund checks to the federal program which generated the refund. Checks over 120 days (~ 4 months) are considered stale and may be voided. Once these funds are returned to the Federal government the university may not be able to request their return. Check with Student Accounts before attempting to deposit or cash any refund check older than 120 days.

Stale checks resulting from sources other than Federal Title IV can be re-issued upon request. Contact Student Accounts at (513) 556-5055 or via e-mail at billing@ucmail.uc.edu.

Questions regarding the above process should be directed to One Stop at (513) 556-1000 or by e-mail at One Stop Student Services.

Office of the Bursar
University of Cincinnati
PO Box 210140 (500 University Pavilion)
Cincinnati, OH 45221-0140
Phone: (513) 556-5055 | Fax: (513) 556-2681

All due dates or deadlines are based on Eastern Standard Time

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Office of the Registrar

Academic Calendars

Advisor Resources

Class Registration

Faculty Resources

FERPA and Privacy

Forms

Graduation

Policies & Procedures

Records Services

Residency & Reciprocity

Staff Directory

UC Staff Resources

UC Support Offices

Tuition Refund Appeals Committee (TRAC)

Instructions for Submitting an Appeal to the Tuition Refund Appeals Committee

[Print the Form](#)

Review the Following Information Prior to Completing the Form

Tuition Refund Appeals Committee (TRAC) meetings are held on the third Thursday of each month. Appeals are reviewed in the order received. Appeals **must** be received no later than the first Thursday of the month to be reviewed at that month's meeting. You will receive written confirmation that your appeal form has been received. That confirmation will inform you of the date on which TRAC will review your appeal. Once TRAC has reached a determination, you will receive a letter or e-mail indicating TRAC's disposition of your appeal.

Charges older than six (6) calendar years from today's date **cannot** be appealed.

Late payment, room & board, and student health insurance charges **cannot** be reviewed by this committee. Contact the appropriate office regarding appeal procedures for these items.

If you are filing an appeal that is based on the medical circumstances of either you or a family member, you **must** provide medical documentation issued by a physician or hospital. This documentation **must** include:

- ▶ a brief summary of the illness;
- ▶ a specific diagnosis;
- ▶ a description of the impact that the medical condition had on the student's ability to attend class and/or perform class requirements *and* why it was medically necessary to discontinue studies as a result of medical circumstances;
- ▶ the date that the physician made the recommendation to the student to discontinue studies; and
- ▶ the actual date(s) of medical treatment(s) or service(s).

A [TRAC Medical Documentation Form](#) should accompany the appeal. In lieu of the Medical Documentation Form, the points identified above may be submitted. The document **must** be printed on the physician's or hospital's official letterhead stationery and it must be signed. The Committee *will not* accept copies of insurance forms, bills, explanation of benefits (EOB) forms, hospital records, or your physician's medical records. If the committee approves an exception to the refund procedures based on your medical circumstances, it will be allowed one time only. Should the same condition reoccur in future terms, no further appeal will be allowed as you are aware of the condition and should manage your registration accordingly.

If your appeal is approved *and* you have received "I", "I/F", or "F" grades, you will need to approach each of your instructors to request that he or she process a "change of grade" on your behalf. Refunds or cancellation of charges **will not** be processed until the Registrar's Office confirms the grade change(s).

TRAC decisions are based on the refund schedule established for the term. Consult the appropriate [academic calendar](#).

TRAC decisions are **final**. An additional level of appeal is **not** available.

Describe in detail the extenuating circumstances supporting your appeal. You may attach up to two (2) printed pages to the TRAC application form.

Mail the [TRAC application form](#) and **ALL** supporting documentation to:

University of Cincinnati
Tuition Refund Appeals Committee
c/o Office of the University Registrar
P.O. Box 210060
Cincinnati Ohio, 45221-0060

Office of the Registrar
University Pavilion, 5th Floor
2618 McMicken Circle
Cincinnati OH 45221-0060
Phone: 513-556-1000 | Fax: 513-556-8000

Board of Trustees

Trustees

	Term Expires
<u>Gary Heiman</u> (http://www.uc.edu/trustees/trustees/g_heiman.html)	2014
<u>C. Francis Barrett</u> (http://www.uc.edu/trustees/trustees/barrett.html)	2015
<u>Thomas H. Humes</u> (http://www.uc.edu/trustees/trustees/humes.html)	2016
<u>Robert E. Richardson Jr.</u> (http://www.uc.edu/trustees/trustees/richardson.html)	2017
<u>Thomas D. Cassady</u> (http://www.uc.edu/trustees/trustees/cassady.html)	2019
<u>William C. "Wym" Portman III</u> (http://www.uc.edu/trustees/trustees/portman.html)	2020
<u>Geraldine B. "Ginger" Warner</u> (http://www.uc.edu/trustees/trustees/Warner.html)	2021
<u>Carl H. Lindner III</u> (http://www.uc.edu/trustees/trustees/ch_lindner_iii.html)	2022

Student Trustees

	Term Expires
<u>Joshua M. Smith</u> (http://www.uc.edu/trustees/trustees/Smith.html) Graduate Student	2014
<u>Nicholas Hertlein</u> (http://www.uc.edu/trustees/trustees/NicholasHertlein.html) Undergraduate Student	2013

Officers

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Thomas H. Humes, Vice Chairperson
Robert E. Richardson, Jr., Secretary

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Richard Miller, Chair, University Faculty
Marla Hall
Peter Stambrook

Alumni Representative

Laurence F. Jones, III, President, Alumni Association

UC Foundation Representative

Otto M. Budig Jr., UC Foundation Board of Trustees

Board of Trustees (board.trustees@uc.edu)

University Pavilion, Room 814 - 2818 McMicken Circle

PO Box 210062

Cincinnati OH 45221-0062

Phone: 513-556-3233 (tel://1-513-556-3233) | Fax: 513-556-5269 (tel://1-513-556-5269)

EXHIBIT C

Student Representative

Lane Hart, Undergraduate Student Body President

University of Cincinnati
Iowa Postsecondary Registration
Exhibit "D"

School Compliance with Iowa Code section 261B.7

The University of Cincinnati affirms that it will comply with the provisions of Iowa Code Section 261B.7, which states, "Neither a school nor its officials or employees shall advertise or represent that the school is approved or accredited by the Commission or the state of Iowa *nor shall it use the registration as a reference for promotional materials.*" Now, provided that the University of Cincinnati is approved by the Commission, the University will disclose to students that it is registered in the State of Iowa and provide Commission contact information as it is requested. Additionally, the University maintains a state authorization page on its website for the purpose of providing students access to State Authorization Contact information and student complaint forms.

See following link: <http://www.uc.edu/distance/students/complaint.html>.

School Compliance with Iowa Code section 261.9(1)

The University of Cincinnati affirms that it will comply with the provisions of Iowa Code Section 261.9(1) with further explanation as to each subparagraph below.

(a-c) The University of Cincinnati is accredited by the **Higher Learning Commission/North Central Association** (HLC/NCA) <http://www.ncahlc.org/>. UC was notified of its reaccreditation in fall, 2009, <http://www.uc.edu/hlcaccreditation.html> following a two-year self-study examining how UC was meeting national standards for quality and accountability. The voluntary process for reaccreditation takes place every decade.

Programs and/or colleges carry accreditation from various organizations <http://www.uc.edu/about/accreditation.html> and is noted in respective college/program information.

- College of Allied Health Sciences programs: *Medical Laboratory Science* carries accreditation from the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) <http://www.naacls.org>; *Health Information Management* carries accreditation from the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) <http://www.cahiim.org/>
- Lindner College of Business carries accreditation from the Association to Advance Collegiate Schools of Business (AACSB) <http://aacsb.edu/about/>
- College of Education, Criminal Justice and Human Services educator preparation programs carry accreditation by the National Council for the Accreditation of Teacher Education (NCATE) <http://www.cech.uc.edu/ncate/>.
- College of Engineering and Applied Science Open Learning Fire Service Program is offered in conjunction with the National Fire Academy 's Degrees at a Distance Program.
- College of Nursing programs carry accreditation from the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Suite 530, Washington DC 20036 (202-887-6791).

(d) The Office of Equal Opportunity and Access is responsible for ensuring compliance with university policies and federal and state laws pertaining to equal opportunity and affirmative action. The Office:

- Coordinates the development and implementation of the University of Cincinnati affirmative action plan, equal opportunity policies and procedures, and promotes diversity in all of the programs and activities of the university in consultation with colleges and administrative offices
- Investigates and resolves complaints of discrimination filed by students, staff, and faculty
- Conducts education and awareness programs in the areas of Sexual Harassment, Americans with Disabilities Act (ADA), Diversity, and Affirmative Action

University of Cincinnati
Iowa Postsecondary Registration
Exhibit "D"

See following link for EEO and the university's Affirmative Action efforts:
http://www.uc.edu/hr/equal_opportunity.html.

(e) The University of Cincinnati is required by federal legislation to publish and disseminate certain information annually. UC has created a Right To Know webpage to present facts about the Drug-Free Campus, safety and security information, retention and graduation rates. In all cases we provide information for further inquiries into any of these policies and resources available to any member of our university community who needs assistance or has questions with these matters. The University provides these disclosures to students on its web link: <http://www.uc.edu/righttoknow.html>.

(f) It is the intent of the university to continue and enhance current safety and security education and awareness programs throughout the year. The purpose of these programs is to assure that the campus community frequently receives information and instruction on university crime and safety policies and procedures, and on drug and alcohol control and prevention. The programs are outlined on the Right to Know webpage: <http://www.uc.edu/righttoknow/safety.html>.

The federal Department of Education Campus Crime reports are located on the university website:
<http://www.uc.edu/content/dam/uc/publicsafety/docs/CampusSafety2011.pdf>.

The University of Cincinnati is committed to professional and academic environments free of illegal discrimination. Illegal discrimination, including sexual harassment, will not be tolerated. This policy applies to visitors, applicants for admission to or employment with the university, current students and employees who allege sexual harassment.

See also the full **Policy Statement on Sexual Harassment** at following web link:
http://www.uc.edu/content/dam/uc/hr/labor_and_employee_relations/policies/11_03_policy_statement_sexual_harassment.pdf.

(g) The University's policy regarding students called to active duty or who enlist in the military service is set forth in this rule and also in paragraph (B)(3) of rule 3361:20-31-05 of the Administrative Code. The policy is located on the University Rules page:
http://www.uc.edu/content/dam/uc/trustees/docs/rules_40/40-40-01.pdf. While the University's military service policy does not expressly include the spouse of the deployed service member, the dates and deadlines for the academic calendar which includes withdraws and refunds is located on the University website at the following page: <http://www.uc.edu/registrar/calendars.html>. Distance learning at UC means access to an abundance of high-quality educational opportunities regardless of the student's location. The University will coordinate with the student with the hopes that he/she is able to maintain their status as distance learning student through their spouse's military deployment.

(h) The University of Cincinnati is committed to the creation and promotion of a just community. Therefore, sexual assault, sexual harassment, intimate partner violence and stalking, as defined by State and Federal laws, will not be tolerated at the University of Cincinnati. The University's Policy Statement on Sex Offenses outlines clear options and procedures for reporting an offense. The procedure is located on the UC Right to Know webpage accessible by both students and faculty of the University.

See also the **Policy Statement on Sex Offenses** on the following link:
http://www.uc.edu/content/dam/uc/sas/docs/Policy_Statement_on_Sex_Offenses.pdf

University of Cincinnati
Iowa Postsecondary Registration
Exhibit "F"

Student services and academic supports are designed to provide distance learners full access to a complete range of quality services and institutional resources. The institution's distance learning support systems take into consideration every aspect of the individual academic program, from a prospective student's first awareness of the program to graduation, working in an integrated way to maintain the student's engagement and progress.

Institutional Information - The University's distance learning website (www.uc.edu/distance) serves as a central point of information and inquiry regarding distance learning opportunities. The site provides links to institutional information as well as individual program information. A central point of contact (available via e-mail and telephone) is included for individuals needing additional information.

Enrollment - Enrollment advisors assist students through the enrollment process up to registering for the first course. Student services assistants guide students in registering for courses and purchasing textbooks.

Admission & Registration - UC's OneStop online student services website (<http://www.onestop.uc.edu/>) allows distance learners to apply, register, and pay via the Internet. Students are directed to OneStop via links from the University's home page as well as program information and websites. Distance learners receive a university e-mail account (UConnect), and all correspondence, grades, and billing are directed to this account for the duration of the student's enrollment.

Tuition Payment and Financial Aid - Students can conveniently pay their bill by mail, online via credit card or electronic-check, or arrange for a tuition payment plan. Distance learners are eligible for federal loans and grants. A UC Financial Aid designee works directly with distance students and serves as liaison between that office and academic units to address the unique needs and circumstances of these students. Support staff and course facilitators provide an additional level of assistance and referral services at the program level for students with payment and financial aid concerns.

Online Orientation - Newly admitted students complete an online orientation to ensure that they have access to the required computing resources, know how to navigate the online learning management system (Blackboard) and course sites, learn about support services that are available should they require assistance, and become familiar with university and program policies and procedures. Students generally have access to online orientation sites throughout their course of study.

Bookstore - Convenient online textbook ordering services are available to distance learners through the UC Bookstore. Specific information about textbooks, course packets and materials is provided to students via course syllabi, program material, online schedule of classes, and by the course instructors and facilitators.

Blackboard (online learning management system) - Students receive a Blackboard account and university e-mail account (UConnect) upon admission to the university. Training with Blackboard is provided to all new distance learners. Blackboard provides a convenient way to access course materials from any internet location and provides for a variety of content formats: audio, visual, and interactive multimedia. The communication tools allow students to collaborate with their classmates via email, discussion boards, and real-time chat sessions. Blackboard also serves as a portal to other University services such as University Libraries and OneStop online student services.

Instructional Technology Help Desk - Reliable technical support is provided online and via telephone. Help Desk support for computing concerns, data/phone communications, email, remote access, software site licenses, etc. is available Monday through Friday, 7:00 a.m. to 9:00 p.m.; and Saturday and Sundays, 8:00 a.m. to 9:00 p.m. During the academic term, expanded support for the

university's learning management system, Blackboard, is available Monday through Friday, 8:00 a.m. to 11:00 p.m.; Saturday, 2:00 to 6:00 p.m.; and Sunday, 4:00 p.m. to midnight. In addition, technical support is available within most academic units. Students are guided to technical help information via links from the University's home page and course syllabi.

Library Resources – Distance learners have online access to the University's world-class library system and databases <http://guides.libraries.uc.edu/distancelearners>. This includes access to the library catalog, electronic resources and e-books, articles and materials that faculty put on reserve for students, 24/7 access to certain online library resources, interlibrary loan capabilities, and access to a research librarian for assistance (through chat, email or telephone). The University is a founding member of the Ohio Library and Information Network (OhioLINK), a consortium of Ohio's college and university libraries and the State Library of Ohio. OhioLINK (<http://www.ohiolink.edu>) offers access to more than 48 million library items from 90 Ohio college and university libraries and the State Library of Ohio.

Career Counseling & Placement – Distance learners have online access to the University's Career Development Center, counseling services, and website at: <http://www.uc.edu/career/>. Career counseling and placement are supported by college-specific counselors, listservs, web-based and virtual career fairs, and internship placement. Academic programs provide a range of professional experiences that include internships, planned field experiences in specific fields, and practicum placements. Academic programs may also include professional and licensure components that are integrated into student outcomes and directed towards career and placement goals for individual students.

Academic Support – Program-specific support is provided by distance learning facilitators (online and via telephone). The University's Learning Assistance Center (LAC) provides both in-person and online tutoring for all undergraduate UC students, including distance learners. The LAC offers tutoring in more than 400 courses including subjects such as math, science, languages, business, and writing. The LAC eTutoring/online platform supports effective interaction between tutor and student via chat and whiteboard communication, optional audio and visual components, and real-time document sharing/transferring. Students can choose different interaction options based on their needs. In addition, through the Online Writing Lab, distance learners receive the same help that on-campus students experience. Students may submit their writing assignments and receive revision suggestions from tutors within 24-48 hours. A number of learning resources are provided online at: <http://www.uc.edu/aess/lac/resource.html>.

Academic Advising – Advising and monitoring of student progress is conducted at the academic unit/program level via faculty, staff, facilitators and mentors. Colleges employ professional advising staff who are trained in advising and support services and assigned to specific distance programs. Degree audits, showing undergraduate transfer credit and total credits earned, are available online. In order to assure complete access to academic program information materials are provided to students in a variety of media including online in course syllabi, published program materials and handbooks, and in Blackboard Community sites that are established for individual programs. Student progress is monitored each term and includes a review of student retention rates, individual course evaluations, and, on an annual basis, student satisfaction measures for individual academic programs.

Faculty-Student Interaction – Online instruction is designed to promote interaction between students and faculty through the full utilization of the Blackboard courseware tools including, e-mail, online discussion groups and town hall meetings, scheduled telephone conferences, online and telephone office hours, and in selected programs through the use of videoconferencing. High levels of faculty-student contact and interaction are maintained by assuring that the ratio of students to faculty and online course facilitators supports excellent response time and continuity. The use of a cohort approach to distance learning also insures that students quickly learn that they have an individual point of contact for a specific course offering and an identified contact person for the duration of their enrollment in the academic program.

University of Cincinnati
Iowa Postsecondary Registration

Exhibit "G"

The University of Cincinnati is committed to serving Iowa residents through the provision of high quality online/distance education programming.

Should it become necessary to discontinue a program, the University would develop a plan to ensure that all students making good progress and in good academic standing would have the opportunity to complete the program within a reasonable timeframe. Timeline and action plan would be communicated to all students. Advisors would be assigned to work with students to develop an individual academic plan, ensuring that they know the schedule of classes and are guided on academic planning, class scheduling and degree completion.

Date: 6/19/13

By: 
Santa J. Ono, President