



OLD MAIN
Suomi College was founded in 1896 by the Finnish Evangelical Lutheran Church of America. The cornerstone of Old Main, the first building erected at Suomi College, was laid on May 30, 1898. Jacobsville sandstone, quarried at the Portage Entry of the Keweenaw waterway, was brought here by barge, cut and used to construct Old Main. Dedicated on January 21, 1900, it contained a dormitory, kitchen, laundry, classrooms, offices, library, chapel and lounge. The burgeoning college quickly outgrew this building, and in 1901 a frame structure, housing a gym, meeting hall and music center was erected on an adjacent lot. The frame building was demolished when Nikander Hall, named for Suomi's founder, A. K. Nikander, was constructed in 1939. The hall was designed by the architectural firm of Saarinen and Swanson.



Philip Johnson

President

Greetings From The President

Welcome to Finlandia University! I offer these brief remarks and reflections as a sincere invitation to join our community, as well as a lens through which the following pages can be read.

Finlandia is a learning community dedicated to academic excellence, spiritual growth, and service. Our faculty and staff work hard to prepare young women and men for successful careers and fulfilling lives. It is as much our desire to nurture individual transformative experiences as it is to confer academic degrees.

Paula Gunn Allen writes, “Snowflakes, leaves, humans, plants, raindrops, stars, molecules, microscopic entities all come in communities. The singular cannot in reality exist.”

Community is the Finlandia experience. Learning its importance for life and career is, I believe, best delivered in a community, whether traditional or digital. Accompaniment is also the Finlandia experience. I often hear students remark on the uncommon attention received from faculty and other learning support services staff.

Increasingly, students are saying that they expect college to be a catalyst for personal growth and challenge. They anticipate that their college experience, both in and out of the classroom, will equip them to intellectually and emotionally engage the complexities of life, meaning, and purpose. This also belongs to the Finlandia experience.

The Indian poet Rabindranath Tagore has written, “I slept and dreamt that life was joy. I woke and found that life was service. I acted and found that service was joy.”

Service is the Finlandia experience. I am convinced that we are most fully human when we serve others. Reaching new levels of human development cannot be achieved without reaching beyond the self. Service also belongs to student life and learning at Finlandia.

I invite you to discover more about Finlandia University. Welcome.

A handwritten signature in dark ink, appearing to read 'Philip Johnson'.

Philip Johnson, Ph.D.
President

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FINLANDIA UNIVERSITY

Founded in 1896

601 Quincy Street • Hancock, MI 49930
(906) 482-5300

*A learning community dedicated to academic
excellence, spiritual growth, and service.*

FINLANDIA UNIVERSITY IS AN EQUAL OPPORTUNITY EDUCATIONAL INSTITUTION/EQUAL OPPORTUNITY EMPLOYER

As a learning community, Finlandia University recognizes and affirms the dignity and worth of all people and cultures. We will strive to provide an institutional climate that does not perpetuate or tolerate forms of illegal discrimination. We are committed to recruiting, developing, and retaining a qualified and diverse faculty, staff, and student body.

Finlandia University does not discriminate on the basis of race, color, national origin, sex/gender, age, disability, religion, veteran status, familial status, height, weight, socio-economic status, or sexual orientation in admissions, employment, athletics, programs, and activities. The following person(s) has been designated to handle inquiries regarding non-discrimination policies or gender equity concerns:

Ann Testini, Director of Human Resources
Title IX Coordinator
(906) 487-7361 • ann.testini@finlandia.edu

Campus Telephone Directory

Academic Support.....	(906) 487-7324
Admissions	(877) 202-5491
	(906) 487-7274
Advancement	(906) 487-7201
Alumni Relations	(906) 487-7317
Athletic Programs	(906) 487-7378
Bookstore and Gift Shop	(906) 487-7217
Center for Global Design and Business.....	(906) 487-7344
Chaplain	(906) 487-7239
College of Health Sciences	(906) 487-7305
	(906) 487-7308
Communications	(906) 487-7348
Dean of Students	(906) 487-7276
Disability Student Services	(906) 487-7324
Educational Talent Search	(906) 487-7390
Financial Aid.....	(906) 487-7240
Finlandia University Gallery	(906) 487-7500
Finnish American Heritage Center	(906) 487-7302
Fitness Center	(906) 487-7281
Food Service	(906) 487-7271
Human Resources	(906) 487-7361
International School of Art & Design	(906) 487-7225
International School of Business	(906) 487-7222
Jutila Center Campus	(906) 487-7450
Maki Library.....	(906) 487-7252
President's Office.....	(906) 487-7201
Provost's Office	(906) 487-7512
Security	(906) 487-7307
Student Accounts	(906) 487-7210
Student Life and Housing.....	(906) 487-7276
Student Support Services/TRiO	(906) 487-7346
Suomi College of Arts & Sciences.....	(906) 487-7513
Switchboard	(800) 682-7604
Teaching & Learning Center.....	(906) 487-7255
Testing Center.....	(906) 487-7324
University Registrar/Academic Records	(906) 487-7272
Upward Bound	(906) 487-7343
Work Study Coordinator.....	(906) 487-7261

About Finlandia University

Heritage

Finlandia University was founded in 1896 as Suomi College, but its heritage extends hundreds of years before that. Finnish people developed the attitude of “sisu” or “persistence and determination” during the early years of their country’s formation. It is with this steadfast attitude that Suomi College was established. After years of hard labor in the Upper Peninsula mining and lumber camps, Finnish immigrants began to dream of a better life for their children and future Finnish- American generations. They found their answer in Suomi College.

Although the first graduating class consisted of only 11 men and women, the college persisted and in 1899 acquired its first building, Old Main. The Finns recognized the need not only to educate their children, but to maintain their cultural heritage. Hence, the two-year college served many purposes in its early years: preserving Finnish culture, upholding and teaching the tenets of the Lutheran religion, training Lutheran ministers, and educating students in English and other skills that would provide job opportunities in their new land.

Today

Finlandia is one of 28 U.S. colleges and universities affiliated with the Evangelical Lutheran Church in America, and the only private not-for-profit institution of higher learning in Michigan’s Upper Peninsula. It is the only university in North America founded by Finnish immigrants. The institution is made up of two schools and two colleges: the International School of Art & Design, the International School of Business, the Suomi College of Arts & Sciences, and the College of Health Sciences.

Location

Finlandia University is located in the beautifully rugged Upper Peninsula town of Hancock, Michigan. The area features a rich immigrant and mining history and offers many outdoor recreational opportunities and cultural events. Finlandia is only minutes away from Lake Superior, the world’s largest freshwater lake. Year-round students enjoy hiking, camping, picnicking, fishing, swimming, canoeing, snowshoeing, skating, ice hockey, and skiing.

Type

Finlandia University is a church-related, co-educational, baccalaureate degree-granting institution.

Student Body

During the fall 2008 academic semester, 521 students attended Finlandia University. Of the total number of students enrolled, 146 (28.5%) lived on campus; 333 (64.9%) were female; 39 (7.6%) were minority, and 39 (7.6%) were international students.

Colors

Finlandia Blue, Navy Blue, and White.

Intercollegiate Athletics

Finlandia University is a member of the National Collegiate Athletic Association (NCAA) Division III and the Association of Division III independents. The Finlandia Lions currently compete as an independent institution in the following sports: women’s soccer, men’s and women’s cross country running, men’s golf, women’s volleyball, men’s and women’s basketball, women’s softball, and men’s baseball. The men’s soccer program competes in the Wisconsin Intercollegiate Athletic Conference (WIAC). The men’s and women’s ice hockey programs compete in the Midwest College Hockey Association (MCHA) and the Northern Collegiate Hockey Association (NCHA), respectively. Finlandia’s intercollegiate athletics program encourages personal growth, academic success, and the development of athletic skills. Finlandia University does not offer athletic scholarships.

Motto

“Dominus Illuminatio Mea” or “Lord Enlighten Me.”

Calendar Year

Fall, spring, and one short summer semester.

Mission Statement

A learning community dedicated to academic excellence, spiritual growth, and service.

Vision Statement

Finlandia University is committed to offering liberal arts-based, globally connected, international, ecologically sensitive, spiritually engaged, and career focused baccalaureate and associate degree programs, as well as community education opportunities. A dynamic Lutheran institution located in the pristine beauty of Michigan’s Upper Peninsula, the university fosters intellectual challenge, open dialogue, service to others, and an entrepreneurial response to a world characterized by change. With a diverse faculty and student body, the university provides a connection to contemporary Finland and celebrates its Finnish-American and community roots. The university works to provide a nurturing, caring community focused on connecting theory and practice to the service of human beings and to good stewardship of natural resources.

Commitments

The University is committed to the following:

1. Offering bachelor and associate degree programs that promote the well being of the human community and the natural environment.
2. Providing an atmosphere and environment supportive of open inquiry, personal growth, and collaborative approaches in teaching, campus life, and administration.
3. Providing and encouraging opportunities for service to others.
4. Maintaining a diverse board, faculty, staff, and student body that includes international members.
5. Maintaining programs of mutual cooperation and exchange with institutions of higher education in Finland and other countries.
6. Maintaining an active Lutheran presence on campus and promoting the spiritual growth of students, faculty, and staff.
7. Serving our region and the Finnish-American community.
8. Partnering with individuals, groups, agencies, and institutions in Finland to promote Finnish culture, design, business, and the arts within the United States and abroad.
9. Achieving recognized standards of quality for students, employees, programs, service areas, and fiscal performance.

Accreditation

Finlandia University is accredited by The Higher Learning Commission of The North Central Association of Colleges and Schools. Additional information about Finlandia University's HLC/NCA accreditation can be found at www.ncahlc.org.

Finlandia University is authorized by the State of Michigan, by virtue of its articles of incorporation, to operate an institution of higher learning granting degrees of any nature. Finlandia University is listed in the State of Michigan directory of approved institutions of higher learning.

The Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association (CAPTE) accredits the College of Health Sciences Physical Therapist Assistant program (703-706-3245). The Commission on Collegiate Nursing Education (CCNE) accredits the College of Health Sciences Nursing program (www.aacn.nche.edu, 202-887-6791).

The Radiography program is accredited through the Marquette General Health System School of Radiography as received from the Joint Review on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, IL 60660-3182.

The university holds memberships in the Lutheran Educational Conference of North America, the Association of Independent Colleges and Universities in Michigan, and the American Council on Education.

Finlandia Plan

Finlandia University, mindful of its Finnish and Lutheran heritage, believes the attainment of certain knowledge and skills is essential to leading a healthy and productive life. Communication, analytical skills, citizenship, critical and creative thinking, and cultural heritage and literacy are an integral part of Finlandia's curriculum. Students are expected to increase their levels of achievement in these areas within their program of study. A description of the learning outcomes for these skills is as follows:

1. Communication – Communicate with clarity and originality while adapting to complex and diverse situations.
2. Analytical Skills – Observe, infer, and draw relationships and conclusions using discipline-specific methods.
3. Citizenship – Ability to meet personal needs and the challenges of a multicultural society as a mature, adaptable citizen.
4. Critical and Creative Thinking – Create, integrate, and evaluate ideas across a range of contexts, cultures, and areas of knowledge.
5. Cultural Heritage and Literacy – Ability to understand and appreciate the humanities, natural and social sciences, and fine arts.

ADA Compliance

Finlandia University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Any student requesting accommodations must have documentation of a specific disability on file with Disability Student Services (DSS). With proper documentation on file, a student will receive a Disability Verification Memo for the course(s) that identifies the accommodation(s).

The DSS office is located in Nikander 14A. Phone: 906-487-7324.

Diversity Commitment

As a learning community Finlandia University recognizes and affirms the dignity and worth of all people and cultures. We will strive to provide an institutional climate that does not perpetuate or tolerate forms of discrimination. We are committed to recruiting, developing, and retaining a qualified and diverse faculty, staff, and student body.

Finlandia University Campus



Old Main

Built in 1899, Old Main was the first building on the Finlandia University campus. Finnish immigrants designed the building after the Romanesque style using red sandstone from nearby quarries. For nearly forty years, Old Main housed the entire college, including classrooms, dormitories, administrative offices, living quarters for the president, a library, chapel, kitchen, dining room, and laundry facilities. Today, administrative offices such as Financial Aid, Admissions, and Student Accounts are located in the building. In 1991 Old Main was designated a State of Michigan Historic Site.



The Finnish American Heritage Center

Renovated in 1990, Finlandia University's Finnish American Heritage Center (FAHC) houses a theater, art gallery, historical archive, museum, family history center, and the offices of the *Finnish American Reporter*, a monthly English-language journal for Finnish Americans. The FAHC is a community focal point, offering a variety of exhibits, lectures, plays, musical programs, and community events year-round. The building is a popular stop for tourists and hosts numerous school tours annually. The FAHC also hosts community enrichment programming, such as courses to learn the Finnish language and Finland's official music instrument, the kantele.

The FAHC links the Finnish-American community — through history, tradition, and mission — to Finland and Finns everywhere. Regular FAHC patrons include students, researchers, genealogists, scholars, and dignitaries. It provides an excellent resource for Finnish and local history research. The Archive and Museum collect and display documents, photos, and artifacts related to the Finnish and Finnish-American experience, including folk costumes, musical instruments, and contemporary paintings and art glass.

Established in 1932, the archive contains the largest collection of Finnish American materials in North America. It includes items that are centuries old, including one of the first Bibles printed in the Finnish language, dating to 1642. All of the archive items are housed in a climate-controlled environment.



Vaino & Judith Hoover Center

The Hoover Center is a three-story Victorian style house built in 1895. The university acquired the home in 1979, naming it for Board of Trustees member Vaino Hoover and his wife, Judith, whose generosity made the purchase possible. The Hoover Center houses the offices of the President, Institutional Advancement, Alumni Relations, and Communications.



Nikander Hall

Nikander Hall, one of the university's main classroom buildings, is named for Finlandia University's first president, J.K. Nikander. Built in 1939, Nikander Hall was designed by the well-known Finnish architect Eliel Saarinen, and his son-in-law J.R.F. Swanson. Nikander also houses a computer lab, distance learning facilities, Student Support Services (TRiO) offices, the Teaching Learning Center (TLC), and faculty offices.



Wargelin Hall

Wargelin Hall was dedicated in 1965 in honor of Finlandia's second president, John Wargelin. The building houses Maki Library, classrooms, science laboratories, and the largest lecture hall on campus (seats 144).



Mannerheim Hall

Mannerheim Hall is named for Carl Gustaf Mannerheim, president of Finland from 1944 to 1946. Built in 1965, the building was originally a student center and residence hall but has since been renovated to house classrooms, faculty offices, the University Registrar, and a cafeteria.



Paavo Nurmi Athletic Center

Finlandia's athletic center, the Paavo Nurmi Center, features a full-size swimming pool and gymnasium, an adaptive sports balcony, and a fitness and weight training area. The building was named after the Finnish runner, Paavo

Nurmi, who set 31 world track records and won 12 Olympic medals. During the 1920s, Nurmi was the best middle and long distance runner in the world. He serves as an example to all our athletes that, with “sisu,” anything is possible. Finlandia University students taking courses for credit can use the Paavo Nurmi Center free of charge with a valid student ID.



Finlandia Hall

Finlandia Hall is the university’s co-ed residence hall. Built in the mid-1980s, the four-story building can accommodate more than 180 students. Rooms are organized

suite-style, with four students sharing two bedrooms and a bath. A snack and recreation area, student lounges, laundry facilities, and Campus Security are all located in Finlandia Hall.



Kivi House/North Wind Books

Kivi House, built in the mid-to late-1880s, was originally the rectory for an adjacent Catholic church (now the Finnish American Heritage Center). Today, Kivi House is

home to North Wind Books, the university’s bookstore and gift shop.



Chapel of St. Matthew

Completed in February 2000, the Chapel of St. Matthew offers students a quiet place for meditation and reflection. Worship services are held twice weekly during the fall and spring semesters. The chapel is also used for campus gatherings and public

events. The lower level of the chapel houses the Campus Ministry Center and the campus pastor’s office.



Sulo and Aileen Maki Library

The Sulo and Aileen Maki Library provides a comfortable and inviting space for research, study, and reading. In 1977 a gift from Mrs.

Aileen Maki made it possible to enlarge and renovate the library. The 12,100 square foot library has varied seating, computers with Internet access for student use, a computer lab/classroom, and a

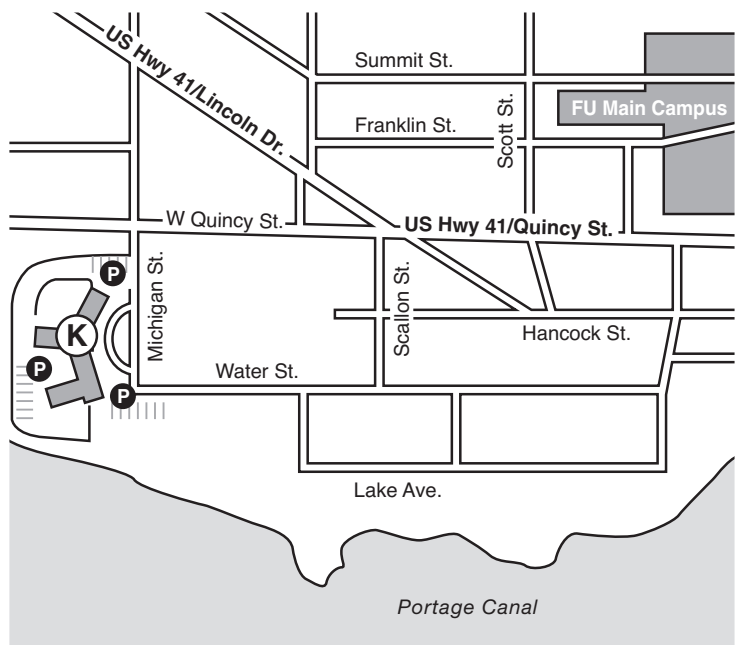
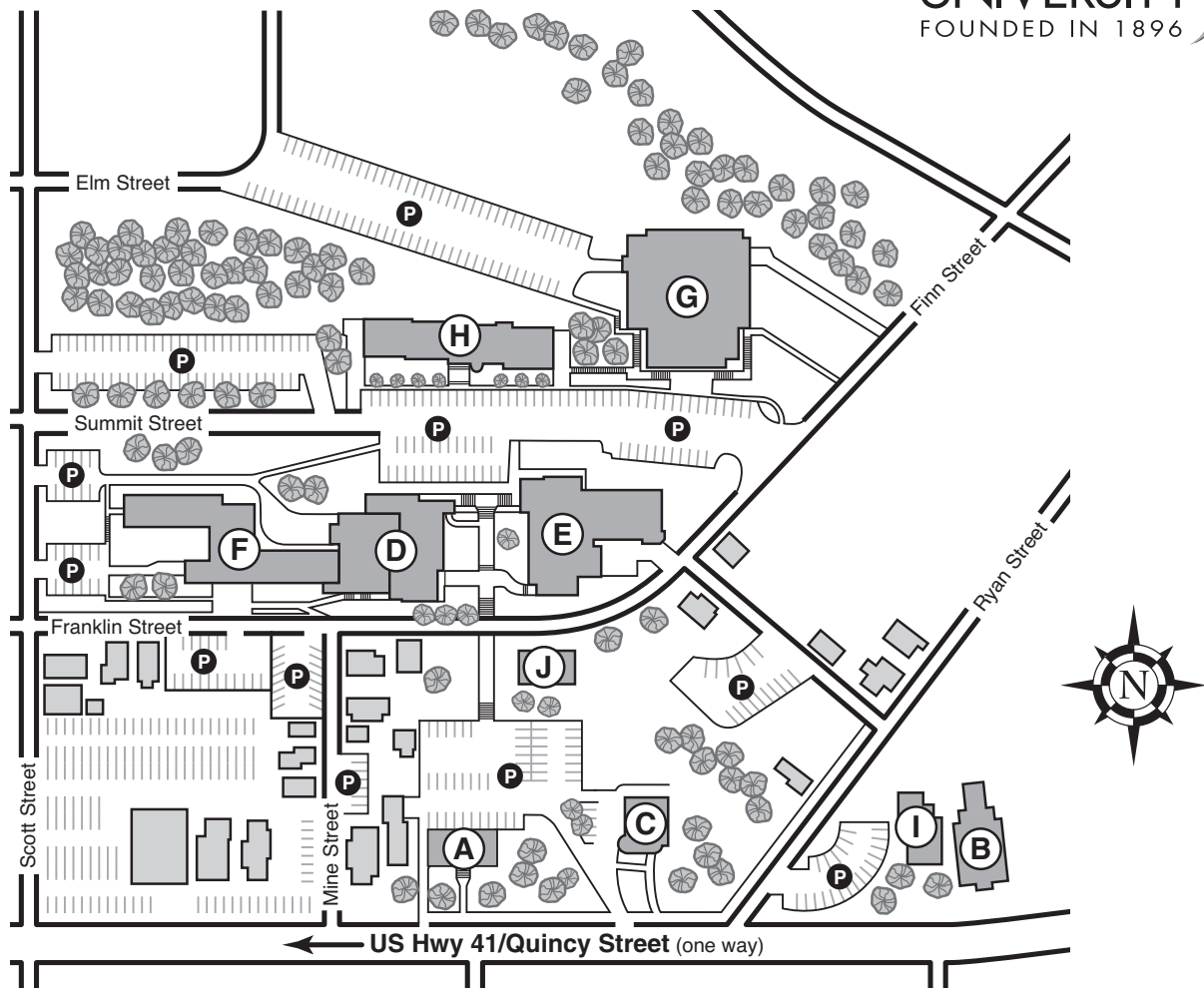
small conference room. The library’s traditional collections include approximately 50,000 books, 300 periodical titles, 500 videos, 150 DVDs, 220 CDs, and other audiovisual materials. Laptops, multimedia projectors, and other AV items and equipment are available for short-term use. The library supports a regional on-line catalog, over 13,000 electronic books, and many specialized on-line library databases. Students may also borrow materials from libraries throughout Michigan using an interlibrary loan system. Library staff conduct tours and present informational sessions to introduce students to the library and teach library and information literacy skills. Library staff also provide one-on-one information gathering guidance to students.



Jutla Center Campus

The Jutla Center, located on the banks of Portage Lake less than a mile from Finlandia’s main campus, was opened in 2005. Formerly a hospital, the renovated building now

houses Finlandia’s International School of Art & Design (ISAD) and the Lily I. Jutla Center for Global Design and Business (CGDB). ISAD students enjoy spacious, modern studios and classrooms. The Jutla Center houses a small-business incubator and other resources for businesses. The concept behind the CGDB is patterned after a Finnish education model practiced by the university’s partner institutions in Finland. The model begins with a cross-disciplinary art and design and business curriculum, and presents students with real-life design problems. The CGDB business incubator and ISAD students find many opportunities for interaction and innovative learning. The on-site incubator can also ease a student’s transition from college to entrepreneurship by providing a supportive environment in which to develop their own business start-ups. Local and regional companies also benefit from services provided by the CGDB, including design and business consulting, rapid prototyping, and training seminars.



- (A) Old Main
- (B) Finnish American Heritage Center
- (C) Hoover Center
- (D) Nikander Hall
- (E) Wargelin Hall
- (F) Mannerheim Hall
- (G) Paavo Nurmi Center
- (H) Finlandia Hall
- (I) Kivi House (North Wind Books)
- (J) Chapel of St. Matthew
- (K) Jutila Center Campus
- (P) Finlandia University Parking

Office of Admissions(877) 202-5491,
(906) 487-7274, FAX (906) 487-7383

Admission Procedures

A completed admission file includes an application for admission, \$30 application fee, official high school transcripts from the last high school attended, an essay, and official college transcripts from all colleges attended. Although ACT or SAT scores are not required for admission, students are encouraged to submit scores for merit-based financial aid consideration. Scholarship criteria are outlined in the Financial Aid section of this publication.

Admission to Finlandia University is considered after the listed documents have been received. Students applying for admission are considered without regard to race, color, national origin, sex, disability, or age. Admission to the university does not constitute automatic admission to university academic programs with requirements beyond those for general admission. Admission to Finlandia University does not imply automatic continuation in future semesters.

The university reserves the right to refuse admission or continuation to any incoming, transfer, or returning student. Any student who intentionally withholds relevant information, or who falsifies such information, may be required to withdraw or may be dismissed from the university. All admission files will be reviewed by the Admissions Committee.

Application Deadlines

Admission applications are accepted at any time before the published application deadline, and acceptance decisions are made on a rolling basis. Some programs, however, have specific application deadlines. Priority dates, listed in the Financial Aid section of this catalog, are intended to assure students full consideration for financial aid.

Application Deadline Dates

<u>Student Status</u>	<u>Fall</u>	<u>Spring</u>	<u>Summer</u>
New, Transfer, Former	August 19	January 6	May 15
International	June 1	October 15	—
Canada	July 15	November 1	—

General Requirements

Regular Admission

Regular admission to the university for the 2009-2011 academic years requires graduation from a high school program with at least a 2.00 cumulative grade point average (GPA) as reported on the final official transcript. Regular admission will also be granted to students who

have earned a General Education Development (GED) certificate with a score of at least 52.1 (prior to 2003) or 521 (2003 and beyond).

Admission on Warning

Admission on academic warning may be granted to freshmen students if the high school GPA is less than 2.0, or the GED score is 48-52 or 480-520. The Finlandia University assessment tests are required, and the Admissions Committee will review the file for acceptance or denial. Students accepted on academic warning are required to take UNS 103, College and Career Practices, and are limited to registering for 14 credits in the first semester of enrollment at Finlandia University. Any student admitted on academic warning who fails to meet the required satisfactory academic standing will be placed on academic probation for the following semester and limited to 14 credits. All other Finlandia University academic standards will apply.

Home-Schooled Students

Home-schooled students must provide official copies of all work completed for admissions consideration. A score of 18 on the ACT, or 950 on the SAT, is required. For those students who have not taken a standardized test, a Finlandia assessment test may be required. Many home-schooled students enjoy the small class sizes and educational opportunities at Finlandia, and the Office of Admissions encourages home-schooled students to consider Finlandia. The Admissions office will work with each family individually to evaluate the home-schooled curriculum.

Early Admission

The university will admit an academically qualified student during the junior year of high school. The admissions policies for regular students apply to early admission students.

Notification

Students must submit all required documents to complete the admission file. When all documents have been received and evaluated, students will be notified of university acceptance or non-acceptance by the Admissions Committee. Following notification of university acceptance, students will receive information about course registration, room reservation, check-in, and further information regarding application to a specific program.

Tuition Deposit

A non-refundable, non-transferable tuition deposit of \$100 is required of all accepted students who intend to enroll. The tuition deposit should be paid as soon as

Admissions

possible after the notification of acceptance is received, as residence hall assignments are made, scholarship and grant offers are confirmed, and course schedules are completed only after the deposit is received.

Course Registration and Room Reservation

Incoming students should submit the Course Selection Form and Housing Form with their tuition deposit. This information is used to register students early for courses and make room assignments for those who will live in campus housing.

Check-In

The dates for check-in are indicated on the university calendar included in this publication. All students must complete the required processes on the scheduled days to avoid additional fees. Information about check-in is sent to each student after notification of acceptance.

Students with Less Than 24 Earned College Credits

Incoming students with less than 24 earned college credits are required to take the one-credit Finlandia Success Seminar, UNS 100.

Dual Enrollment

Eligible high school juniors and seniors may enroll in university courses. Registration forms are available from high school guidance counselors and the Office of Admissions. High school guidance counselors are responsible for determining student and course eligibility for school district state funding. The Admissions Committee determines eligibility for home-schooled students interested in dual enrollment at the university. Dual enrolled students are responsible for all tuition and registration fees that are not covered by school district state funding.

Guest Students

Students in good standing at another regionally accredited college or university may enroll at Finlandia University as guest students. Guest student applications are available from university registrars at most colleges and universities in Michigan. Out-of-state students should contact the Finlandia University Office of Admissions for a guest student application.

Audit Students

Only certain courses can be audited. Registration as an audit student requires the permission of the University Registrar and the course instructor. Courses in math, ESL, and music cannot be audited. If a student audits a course in the areas of Art & Design, Nursing, or Physical Therapist Assistant, additional fees will apply. Audit students do not receive university credit or course

grades. Students interested in auditing a course must apply through the Office of Admissions. Audit students are permitted to enroll in courses only after all degree-seeking students have registered.

Servicemembers Opportunity College (SOC)

Finlandia University has been designated a Servicemembers Opportunity College by the Department of Defense and the American Association of Community and Junior Colleges. As a member of the Concurrent Admissions Program (ConAP), the university is committed to providing support and guidance through the admissions, financial aid, and transferability of college credit processes for any service member interested in enrolling. For more information about the services offered to SOC service members at Finlandia University, please contact the SOC representative in the Finlandia Office of Admissions at (877) 202-5491.

Transfer Students

Regular Admission

Regular admission for the 2009-2011 academic year is granted to students who have achieved a cumulative GPA of at least 2.0 in a minimum of six semester credits earned at an institution of higher education. A satisfactory review of a transfer student's academic history is required for regular admission. Transfer students must submit high school transcripts.

Admission on Warning

Admission on academic warning may be granted to transfer students with a cumulative GPA of less than 2.00 from a previous institution pending an academic history review by the Admissions Committee. Transfer students admitted on academic warning are required to take UNS 103, College and Career Practices, and are limited to registering for 14 credits in the first semester of enrollment at Finlandia University. Any student admitted on academic warning who fails to meet the required satisfactory academic standing will be placed on academic probation for the following semester of attendance and limited to 14 credits. All other Finlandia University academic standards will apply.

Transferring Credit to Finlandia University

The policies for transferring credit from other universities, Advanced Placement (AP), College Level Examination Program (CLEP), International Baccalaureate Program (IB), Ontario Academic Credits (OAC), Institutional Challenge Examination (ICE), or Experiential Learning are listed in the Academic Information section of this publication.

Finlandia University course equivalencies for many Michigan colleges and universities can be found on the Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) website, in the Michigan Transfer Network section, at www.macrao.org.

Former Finlandia University Students

The University Registrar, Director of Financial Aid, and Director of Student Accounts must approve applications for readmission to the university. The Office of Admissions initiates this process. Before any action is taken, the Office of Admissions must receive official transcripts from all colleges attended since leaving Finlandia University.

Students who have been academically suspended and desire to return to Finlandia University (after an absence of at least one semester) must apply through the Office of Admissions and file a formal appeal form. Students should not expect automatic readmission after serving a period of suspension.

Academically dismissed students who wish to return to Finlandia University must apply through the Office of Admissions. Students who have been academically dismissed will not be allowed to return to Finlandia University until they earn grades of “C” or better in at least 12 credits of college-level courses at another college or university. Socially dismissed students must submit documentation showing compliance with readmission directives.

International Students

International students have two options at Finlandia—they can enroll directly in an undergraduate degree program, or enroll in an English as a Second Language (ESL) certificate program for a semester, a year, or longer. Entrance to all undergraduate programs for students whose native language is not English, or whose primary language of instruction was not English, requires a paper-based TOEFL score of at least 500, a computer-based score of at least 173, or an internet-based score of at least 61. Students who need additional English language support may enroll in the English as a Second Language (ESL) Certificate program described below. All international students must be enrolled full-time.

A completed international admissions file includes: an application for admission; a \$30 (U.S.) application fee; an essay; certified and sealed official transcripts from all institutions where previous academic work has been completed (high school or secondary school, college or university); a completed Finlandia University financial support form; an original bank statement showing support in U.S. funds for one academic year; and a copy of the applicant's passport photo page.

After admission is granted to an international student, in order to issue an I-20 immigration form the university must receive a completed Finlandia University health form, a doctor's statement testifying to the good health of the student, and a record of inoculations. The policies for transferring credit from universities outside of the United States and Canada are listed in the Academic Information section of this publication.

English as a Second Language Certificate Program (ESL)

The same admissions procedure for entrance to undergraduate programs must be completed for entrance to the English as a Second Language program. Entrance to the ESL program requires a paper-based TOEFL score of at least 400, a computer-based score of at least 97, an internet-based score of 32, or permission of the international admissions officer. ESL students must receive a 2.5 GPA in the ESL program and be awarded an English Certificate to continue coursework in their degree program. A full description of the ESL program is in the Academic Programs section of this publication.

Specific Program Admissions Requirements

Elementary Education Program

Incoming students apply to the Elementary Education program through the Office of Admissions and are admitted to the pre-education program. Students may enter the pre-education program at any time.

Students may apply to enter the Elementary Education program anytime during their sophomore or junior years. However, students accepted to enter the program may begin in the fall semester only.

Admission to the Elementary Education program requires completion of the general education core, completion of EDU 101 and EDU 201 with a grade of “B-” or better, a cumulative GPA at Finlandia University of 2.70 or better, successful scores on the Basic Skills Test of the Michigan Test for Teacher Certification (must be completed by the end of the April prior to fall entrance in the program), and a successful review and acceptance of the essay, “Why I Want to Be a Teacher.” All 300- and 400-level education courses must be taken at Finlandia University. Currently enrolled students should direct inquiries to the Elementary Education Department.

Eligibility for student teaching is dependent on prior acceptance to the Elementary Education program. Completion of a student teaching eligibility application is required. Eligibility criteria include a minimum cumulative overall GPA of 2.70, a minimum

Admissions

professional education GPA of 3.00, and a minimum minor area GPA of 2.70. A minimum grade of “C” in all education courses is required, except a “B-” or higher must be earned in EDU 101 and EDU 201. All general education courses, professional education courses, and minor courses must be completed prior to student teaching. The Elementary Education Committee is responsible for granting approval to student teach.

Nursing Program (BSN)

Freshmen BSN students are enrolled as pre-nursing students and are eligible for entry into the Nursing major upon successful completion of the pre-nursing curriculum. Students may enter pre-nursing at any time. Entry into the Nursing major occurs in the fall semester of each academic year. Admission to the Nursing major is limited.

Eligibility requirements for entry into the pre-nursing freshman curriculum include the completion of one full year of high school courses in algebra, chemistry, and biology (and/or equivalents) with a minimum grade of “B-” or above and a cumulative high school GPA of 2.5 or above on a 4.0-point scale. College-level course equivalents require a minimum grade of “C” or better and a cumulative college GPA of 2.50 or above.

Transfer students who wish to enter directly into the Nursing major must be in good academic standing with an earned GPA of 2.5 or above on all work attempted, and must satisfy the pre-nursing curriculum. Transfer students enter on a space available basis and should plan on at least three years in the Nursing major.

Interested students are encouraged to review the suggested course sequence and detailed program requirements in the university catalog. Transfer students may direct inquiries to the Nursing Department.

Physical Therapist Assistant Program (PTA)

Incoming students apply to the Physical Therapist Assistant (PTA) program through the Office of Admissions. Currently enrolled Finlandia University students apply directly to the PTA Department. A student may be admitted into the PTA program as a high school graduate, as a transfer student, or as a pre-PTA student. The pre-PTA program of study is for students who have not met the admissions criteria for high school graduates and/or those who have not completed the general education core. Students may enter the pre-PTA program at any time. The fall semester is the only time students can enter the PTA program.

High school applicants must have a cumulative high school GPA of 3.0, must have completed one year of high school algebra and two years of high school chemistry, biology, and/or physics with at least one year of high school biology with a grade of “B” or better, and one course that incorporates computer use. Students who do not meet the minimum criteria may be accepted into the pre-PTA program and may apply to the PTA program the following year.

The number of graduates per year is limited to from sixteen to twenty-four students. The exact number admitted is determined each year by the PTA program director and the academic coordinator of clinical education. The number of students admitted must be 24 or fewer, and at least a 125% clinical placement-to-student ratio must be ensured. Student-to-faculty ratio is also considered when determining the number of students to admit. Admissions decisions are made using a competitive admissions formula, so applying early is preferable. Students applying for admission to the program are considered without regard to race, color, national origin, sex, disability, or age.

Transfer students who desire to enter directly into the technical phase of the PTA program must have a cumulative university GPA of 2.5 in first year general education courses and no less than a grade of “C” in any individual course. Transfer students are required to have a grade of at least “B-” in BIO 171 and BIO 172 or their equivalents and must have completed the courses in the last five years. In addition to the academic requirements, all students are required to participate in a personal or phone interview with a designated member of the PTA faculty and submit documentation reflecting 24 hours of clinical observation in more than one physical therapy setting prior to the start of the technical phase coursework.

Medical Assistant Program (MAS)

Incoming students interested in the Medical Assistant program apply to Finlandia University declaring Medical Assistant as their program of study. The Medical Assistant program is a 71-credit, 5-semester program designed to prepare individuals for the practice of assisting medical professionals in a variety of health care settings. Entry into the first year of the Medical Assistant program requires the successful completion of one full year of high school algebra and two full years of high school sciences (preferably biology and chemistry or any combination thereof) with a minimum grade of “C” or better; and a cumulative high school GPA of 2.5 or better on a 4.0 point scale.

Transfer students who wish to enroll directly into the final year (3 semesters) of the Medical Assistant program must meet the required academic standards and progression criteria. College level courses require a minimum grade of “C” or better and a cumulative college GPA of 2.5 or better. The number of students enrolled in the final year of the program will be limited based on the availability of clinical site rotations.

Radiography Program (RAD)

Finlandia University and the Marquette General Health System (MGHS) School of Radiography have established a collaborative agreement to offer a 3-year extended degree program in Radiography. Students complete the program through a combination of general education, theory coursework, and clinical experiences shared between Finlandia University and the MGHS School of Radiography.

During the first year of the program, the general education (or pre-radiography) coursework is completed on the Finlandia University campus. Upon successful admission into the MGHS School of Radiography, the academic coursework in radiography is completed at Marquette General Hospital in Marquette. The clinical coursework during the final year of the program can be completed in Marquette or the western Upper Peninsula. Upon successful completion of the radiography curriculum, students are awarded an associate in applied science degree in Radiography from Finlandia University.

All students interested in Radiography enter Finlandia University as pre-radiography students and remain as such until they are accepted into the Radiography major by the MGHS School of Radiography. Eligibility for entry to the pre-radiography curriculum include the completion of one full year of high school courses in algebra, chemistry, and biology (and/or their equivalents) with a minimum grade of “C” or better and a cumulative GPA of 2.5 or above on a 4.0 point scale. College-level courses require a minimum grade of “C” or better, and a cumulative college GPA of 2.5 or above.

Entry into the Radiography major occurs in the fall semester. Students must follow the 3-step application process for entry into the major as designed by the MGHS School of Radiography. Students interested in applying to the Radiography major must successfully complete the pre-radiography curriculum with a cumulative GPA of 2.5 or above and minimum grades of “C” or better in ENG104 (College English II) and BIO171/172 (Anatomy & Physiology I and II).

The number of graduates admitted from pre-radiography to the Radiography major is limited based on availability of clinical site placement. In addition, student to faculty ratios are considered to provide students from a variety of ability levels a one-on-one learning environment of guidance and feedback. Successful candidates must meet the eligibility criteria outlined by the MGHS School of Radiography, complete a 3-hour job shadowing experience, and participate in a personal interview with the MGHS School of Radiography Admissions Committee.



Student Accounts

Office of Student Accounts.....(906) 487-7210

Application Fee

All incoming students (new, transfer, readmits) are required to pay a non-refundable, non-transferable \$30 application fee with their application for admission.

Tuition Deposit

A non-refundable, non-transferable \$100 tuition deposit is required of all incoming students (new, transfer, readmits) prior to registering for courses for their first semester of enrollment. The \$100 tuition deposit is also required of all students (incoming and returning) every fall semester. Students are urged to remit the tuition deposit early as room assignments are made, scholarships and grants are confirmed, and class schedules are completed only after the deposit is received.

Check-In

Although students have the opportunity to register for courses at different times, official financial check-in occurs when a student has paid or completed satisfactory financial arrangements with Finlandia University for all tuition, fees, and room and board charges (including previous balances). Students who fail to check-in during the official, published semester check-in day (see the University Calendar in this publication) will be charged a \$50 late check-in fee.

Tuition

For part-time students, 2009-2010 academic year tuition is \$598 per credit. For full-time students (12-18 credits), 2009-2010 academic year tuition is \$8,968 per semester (\$17,936 yearly). Tuition for credits over 18 per semester is \$598 per credit. Tuition rates for the academic year are typically established by the Board of Trustees each spring. For current rates, see the university website or contact the Admissions office.

Residence Hall Charges

Students living on-campus during the 2009-2010 academic year are required to pay Residence Hall charges of \$2,987 per semester (\$5,974 yearly). The Residence Hall charges cover a shared room and the resident board plan in the university dining hall (required of all students who live on-campus). The charge for a single room in the Residence Hall, if available, is an additional \$500 per semester.

Students who move off-campus prior to the end of the published drop/add period will not incur any room and board charges but are responsible for a \$200 fee. Students who move off-campus after the end of the

published drop/add period are responsible for room and board charges for the full semester. The Board of Trustees typically establishes Residence Hall charges for the academic year each spring. For Residence Hall charges, see the university Web site or contact the Admissions office.

Matriculation Fee

A one-time \$100 matriculation fee is charged to all degree-seeking students (new, transfer, readmits) in their first semester of attendance. This fee covers administrative costs incurred throughout each student's education.

General Fee

All regular, enrolled students are charged a general fee of \$250 per semester (\$500 per year) to cover costs such as instructional technology, student activities, and science lab materials.

Departmental Fees

Departmental fees are charged to students enrolled in specific programs. These fees cover various materials and lab maintenance expenses. Health Sciences majors (Nursing, PTA, Radiography, Medical Assistant) are charged a \$200 lab fee each semester. Art & Design program students are charged a \$300 fee per semester. All non-Art & Design majors (including audit and dual-enrolled students) are charged a \$100 fee per Art & Design (ARD) course (\$300 per semester maximum). Departmental fees are not charged during the summer semester.

Dual Enrollment Tuition Charges

The cost for dual enrollment is \$100 per credit, plus any additional fees. Although school district state funding normally covers these charges, students are responsible for any balance not covered by the school district.

Audit Fee

The non-refundable fee to audit a course is \$50 per credit, plus any additional fees.

Books and Supplies

Textbooks and supplies are available at North Wind Books, the university's bookstore. Costs vary according to the student's program of study and the availability of used books. Books may be purchased with cash, check, or credit card.

Identification Cards

All students, resident or commuter, will be issued a student identification card. If the card is lost, the student must purchase a replacement card for \$10 at the Campus Safety & Security office.

Refund for Withdrawals

Students who wish to withdraw from the university must obtain a withdrawal form from the University Registrar's office and personally process it through the offices listed on that form.

Finlandia University complies with the Higher Education Act Amendment of 1998 revisions as they apply to students receiving Title IV funds. Refunds are allocated according to the provisions listed in the Higher Education Act Amendment of 1998 in the following order of priority (starting with Title IV funds):

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal Pell Grant
6. Academic Competitiveness Grant
7. Federal SEOG
8. Other Title IV Aid Programs
9. Other federal, state, private, or institutional aid

Tuition, fees, and room and board refunds are disbursed to students who completely withdraw or are dismissed from the university. The refund is based on the portion of the semester already completed at the time of withdrawal as measured from the first day of class (check-in day).

The table below outlines refund percentages:

Refund Chart	
<u>Portion of Semester Completed</u>	<u>Percentage Refunded</u>
10%	100%
20%	80%
30%	70%
40%	60%
50%	50%
60%	40%
60.1% and over	No Refund

Refund Policy for Credit Balances

Students with a credit balance on their account can request a refund from the Office of Student Accounts. Refunds will not be disbursed until all tuition and fee charges are paid.

Payments

Room and board charges (applicable to on-campus students only), tuition, and all other costs not covered by financial aid (federal loans, federal and state grants, institutional grants and scholarships, not including work-study), are payable before or at the time of check-in, unless a Finlandia Payment Plan has been approved.

Pre-Pay Discount

Students who pay the balance of their bill in full for the fall semester or entire academic year by June 30 (postmarked) will receive a 5% discount. The discount amount is calculated after all secured federal and state aid (not including work-study) and institutional scholarships and grants are deducted from the total cost of attendance. The pre-pay discount is also available to international students.

Finlandia Payment Plan

Students enrolled and in good standing are eligible to pay their semester charges using the Finlandia Payment Plan. This plan splits each semester's charges into four monthly payments for the fall and spring semesters, and three monthly payments for the summer semester. Fall semester payments are due in August, September, October, and November. Spring semester payments are due in January, February, March, and April. Summer semester payments are due in May, June, and July. Payment is due on the 20th of each month. There is a 1% monthly interest charge on the unpaid balance.

Failure to make an installment payment when due can result in cancellation of the privileges of attending classes, registering for classes, eating in the dining hall, and residing in the residence hall. If a student makes no payments on an outstanding balance for three months, the account is subject to collection procedures. All reasonable collection costs, including attorney's fees, will be added to the student's account balance.

Unpaid Accounts

All student accounts must be settled by 4:30 p.m. on the final day of each semester's drop/add period. The Fall 2009 final drop/add date is September 1, 2009; the Spring 2010 final drop/add date is January 19, 2010. Students whose accounts are not settled and complete on these dates may be dropped from all classes and dismissed from the university.

Students with an outstanding account balance from a prior semester cannot re-enroll unless the account is settled in full prior to registering for courses, or approval is received from the Director of Student Accounts. Upon final departure from Finlandia University, any outstanding balance must be paid in full, including all library, parking, and disciplinary fines, and other charges, before an official transcript or diploma is issued. Students are responsible for any collection fees incurred in collecting the account balance. Contact the Office of Student Accounts at (906) 487-7210 with questions.

Student Accounts

Tuition & Fees (2009-2010)

	<u>One Time</u>	<u>Per Credit</u>	<u>Per Semester</u>	<u>Per Year</u>
Application Fee	\$30			
Matriculation Fee	\$100			
General Student Fee			\$250	\$500
Tuition (part-time)		\$598		
Tuition (full-time)			\$8,968	\$17,936
Room & Board			\$2,987	\$5,974
Single Room Fee			\$500	\$1,000
Art & Design Fee (majors)			\$300	
Nursing Lab Fee			\$200	
PTA Fee			\$200	
Radiography Fee			\$200	
Medical Assistant Fee			\$200	
ESL Fee			\$150	\$300
Dual Enrollment		\$100		
Audit Fee		\$50		
Late Check-in			\$50	
Books (estimate)			\$750	\$1,500

Other Fees

Art & Design Fee (non-majors, per course): \$100 (\$300 maximum)

CLEP, ICE Fee (per exam): \$87 for Finlandia students



Office of Financial Aid(906) 487-7261
(906) 487-7240

Financial Aid Procedures

Financial Aid Form (FAFSA)

Students seeking financial aid must submit a Free Application for Federal Student Aid (FAFSA). The FAFSA application is available from high school guidance offices, the Finlandia University Office of Financial Aid, or the FAFSA application can be completed on-line at www.fafsa.ed.gov. Federal and state financial aid programs also use information provided by the FAFSA.

The FAFSA must be completed yearly and should be submitted as soon after January 1 as possible for the next academic year. Finlandia University must be listed on the FAFSA using Federal School Code 002322. To be considered for state aid, Finlandia University must be listed first on the FAFSA. Audit students and dual-enrolled students are not eligible for federal or state financial aid.

Previous year U.S. income tax return information is needed to complete the FAFSA. If tax returns are not complete before the FAFSA is filed, the application should be submitted with estimated information. The FAFSA can be revised later; however, updated information may result in changes to the financial aid award.

Early submission of the FAFSA places students on the federal, state, and institution rosters for priority processing. The Finlandia University priority date for full fall semester financial aid consideration is March 1. Students considering enrollment beginning in the spring or summer semester should also complete the necessary steps for financial aid before March 1 of the previous year. Applications submitted after the priority date will be considered as funds are available.

Need Analysis

With a formula established by the United States Congress, FAFSA information is used to calculate the Expected Family Contribution (EFC) toward the student's education. A Student Aid Report (SAR) is mailed to the student and the schools listed on the FAFSA. The EFC is used by the university to calculate the student's financial need to cover cost of attendance (tuition, housing, meals, books, etc.).

Calculation and Notification of Awards

After the student's financial need is determined, the financial award is calculated. The Office of Financial Aid notifies the student of the types and amounts of financial aid the student is eligible to receive. Students must review this information carefully. In both the state and federal programs there are numerous differences among scholarships, grants, employment, and loans.

Verification

Finlandia University is required by federal law to verify FAFSA information submitted by the student and/or parents. Requested information may consist of, but is not limited to, copies of U.S. income tax returns, and proof of FIA benefits, Social Security benefits, and business income. The State of Michigan may also request this information. The student is responsible for sending verification documents to the requesting agency.

The financial aid file must be complete before any financial aid is credited to a student account or the student begins to participate in the work-study program. Beginning in February of each year, and until the file is complete, students will periodically receive a verification checklist indicating missing documents. Students are urged to check regularly with the Office of Financial Aid about the status of their files. If FAFSA information conflicts with verification information submitted by students or parents, the award may change. In this event, the Financial Aid office will inform the student of the change in writing.

Confirmation of Financial Aid Award

Financial aid awards are confirmed when the tuition deposit is received by the Office of Admissions (incoming students) or by the Office of Student Accounts (returning students). Although the awards are confirmed at this time, a change on the FAFSA, or other conflicting information, may later change the award.

File Completion

All financial aid files must be complete by the last day of the published drop/add period. Students whose files are incomplete at that time may be removed from classes, may be required to pay the full semester charges, or may be asked to drop their classes. Please contact the Office of Financial Aid at (906) 487-7261 with questions or concerns.

Financial Aid

Satisfactory Progress

To continue receiving financial aid, a student must fulfill satisfactory progress requirements. The requirements are based on a full-time student's completion of 24 credits per calendar year (3/4-time student, 18 credits; half-time student, 12 credits). Only courses in which a passing letter grade was earned or transferred to the university fulfill this requirement. Courses with grades of incomplete, withdrawal, audit, repeat, or fail do not meet the requirement. To demonstrate satisfactory progress, students are also required to maintain a minimum cumulative GPA as follows:

Satisfactory Progress Chart

<u>Level</u>	<u>Credits</u>	<u>Cumulative GPA</u>
I	0-24	1.60
II	25-48	1.75
III	49-72	2.00
IV	73-96	2.00
V	97+	2.00

The satisfactory progress assessment is conducted at the conclusion of each academic year of attendance. Students who do not meet the minimum requirements for satisfactory progress will, after one year of financial aid probation, be denied financial aid until satisfactory progress is achieved. Until satisfactory progress is achieved, students bear the full cost of attendance. In cases of extreme and unusual circumstances, students may, in writing, appeal a loss of financial aid to the Director of Financial Aid.

Title IV Federal Student Aid Programs

Federal Aid Eligibility

Students seeking federal financial aid must submit a Free Application for Federal Student Aid (FAFSA). Students must meet the following criteria to be eligible for Title IV Federal Student Aid Programs:

1. Have financial need, except for some loan programs
2. Have a high school diploma or GED certificate
3. Be a U.S. citizen or eligible non-citizen
4. Have a valid Social Security Number
5. Make satisfactory progress
6. Sign a statement on the FAFSA application certifying that federal student aid will only be used for educational purposes, that the student is not in default on a federal student loan, and that money is not owed on a federal student grant.

Federal Pell Grant

Federal Pell Grants, unlike loans, do not have to be repaid. Pell Grants are awarded only to undergraduate students who have not earned a bachelor or professional degree. For many students, Pell Grants provide a foundation of financial aid to which other aid may be added. The maximum Pell Grant award amount for the 2009-2010 academic year is \$5,350. The amount of the award is based on the EFC, cost of attendance, part-time or full-time status, and the number of semesters attended in the academic year.

Academic Competitive Grant (ACG)

Like the Pell Grant, the Academic Competitive Grant does not have to be repaid. If the student is eligible to receive the Pell Grant, the student may qualify for the ACG. To find out if you qualify, please contact a Finlandia University enrollment officer or the Financial Aid office.

Federal Supplemental Educational Opportunity Grant (SEOG)

Supplemental Educational Opportunity Grant (SEOG) awards are based on exceptional financial need. Priority for the SEOG grant is given to Pell Grant recipients. Like the Pell Grant, the SEOG does not have to be repaid.

Federal/State Work-Study Program

The Federal Work-Study Program provides jobs for students with financial need, helping them to earn money to help pay educational expenses. Finlandia University employs many students through the work-study program. Not all work-study-eligible students will receive work-study positions due to limited funding. Hourly work-study wages vary according to the type of work and level of responsibility involved. Most jobs require an average of 5-12 hours of work per week. Students are expected to perform work functions for all hours documented on their time sheets. Federal and state taxes are deducted from earned work-study wages. Checks are issued bi-weekly directly to students.

All students participating in the work-study program are required to follow the guidelines listed in the employment packet. Failure to comply and/or leaving a substantial portion of the award not worked at the end of the school year may affect your work-study award eligibility the following school year.

Federal Family Education Loan Program

Students attending the university at least half time may be eligible for the Federal Family Education Loan Program. The federal government encourages state governments to operate guaranteed long-term loan programs in conjunction with commercial lenders. While federal and state government agencies subsidize and guarantee these loans, students obtain the actual loan from a participating lending institution. Lending institutions may assess processing fees for each loan obtained. Finlandia University does not endorse one lender over another and is not financially contracted with any lender.

The responsibility for understanding the conditions and regulations of the loan and repayment process rests with the student. Students may contact the Office of Financial Aid or the lending institution for this information. Federal Family Education Loans are debts incurred by the student, not the family.

Subsidized Stafford Loan

Subsidized loans are awarded on the basis of financial need. The federal government pays the interest to the lender until the borrower must begin to repay the loan. Repayment of subsidized loans begins six months after students cease to be enrolled at least half time. Students can borrow up to \$3,500 a year for Level I, \$4,500 for Level II, and \$5,500 for Levels III, IV, and V. Interest rates are variable (but will not exceed 8.25%) and borrower interest charges begin with the first repayment of the loan.

Unsubsidized Stafford Loan

Students must be enrolled at least half time to be eligible for an unsubsidized loan. Unsubsidized loans are not awarded on the basis of financial need. The federal government does not make interest payments for borrowers. The variable interest rate, which is not to exceed 8.25%, is charged from the time the loan is disbursed until it is paid in full. Independent students, and dependent students whose parents are not eligible for a PLUS Loan (see below), can borrow up to \$4,000 for each of the first two years of study, and up to \$5,000 for each of the last two years of study. The maximum amount students may borrow in any single year is equal to the cost of attendance minus the sum of all financial aid already awarded, not to exceed the limits outlined above.

Unsubsidized Loan For Parents (PLUS)

The parents or guardians of dependent students enrolled at least half time are eligible to apply for PLUS loans.

Parents or guardians applying for the loans must be citizens or residents of the United States, pass a credit check, and not be in default or owe a refund to any student financial assistance program. The yearly limit of a PLUS loan is equal to the cost of attendance minus any other financial aid that the student is awarded. The interest rate is variable (but will not exceed 9%) and begins to accrue as soon as the loan is disbursed, with repayment beginning within 60 days thereafter.

Other Federal Student Aid Programs

Bureau of Indian Affairs

Financial assistance based on financial need is available to students who are qualified Native Americans. Students should contact their tribal education office for application procedures.

Veterans Administration Education Benefits

U.S. veterans and reservists, and their dependents, may be eligible for various financial aid programs. Information and applications can be obtained from state veterans affairs offices or the Finlandia University Office of Financial Aid.

State of Michigan Student Aid Programs

Michigan Merit Award/Michigan Promise Award

The Michigan Merit Award/Michigan Promise Award is granted to Michigan high school graduates and GED recipients who score a “1” or “2” on each of the four required areas of the Michigan Educational Assessment Program (MEAP) test. Students must also meet other eligibility requirements as established by the Michigan Merit Award Board.

Michigan Tuition Grant (MTG)

The MTG program provides need-based grants to Michigan residents attending independent, degree-granting postsecondary institutions in Michigan. To qualify for the Michigan Tuition Grant, a FAFSA application must be filed.

Michigan Competitive Scholarship (MCS)

The Michigan Competitive Scholarship program provides need-based scholarships of up to \$2,100 per year to Michigan residents pursuing their first degrees at an approved Michigan postsecondary institution. Scholarship awards are based on financial need and ACT scores. To qualify for the Michigan Competitive Scholarship, a FAFSA application must be filed.

Financial Aid

Michigan Tuition Incentive Program (TIP)

The State of Michigan Tuition Incentive Program (TIP) encourages eligible students to complete high school by providing tuition assistance. To meet the financial eligibility requirement, a student must have (or have had) Medicaid coverage for 24 months within a 36-consecutive-month period as identified by the Michigan Department of Human Services (DHS), formerly the Family Independence Agency (FIA). Students may apply for the TIP program any time after completing the sixth grade, but must apply before high school graduation or GED completion. For eligibility guidelines contact the Michigan Department of Treasury Bureau of Student Financial Services.

Michigan Rehabilitation Services (MRS)

Tuition assistance may be available through Michigan Rehabilitation Services. MRS provides services to individuals who require special assistance to become employment ready and successfully find and maintain a job. MRS services are intertwined with other community agencies and organizations that provide services to people with disabilities. For eligibility information, contact State of Michigan Rehabilitation Services.

Western Upper Peninsula Michigan Works

Educational institutions throughout the Western Upper Peninsula area are utilized to provide training in occupations that have an identified employer demand. Realistic career goals are discussed with students through employment counseling before commitments are made. Tuition, books and fees are generally provided through the classroom training component. To be eligible for services, students must be economically disadvantaged, U.S. citizens, and residents of the western U.P. region. Call (906) 482-6916 or (800) 562-1200 for more information.

For additional information regarding State of Michigan financial aid opportunities, visit www.mi.gov.

Finlandia University Scholarships and Grants

All Finlandia University scholarships and grants require that students submit a completed FAFSA to the university Office of Financial Aid (except international students). To be eligible for university-offered financial aid opportunities the FAFSA does not have to be submitted to the Federal Student Aid office of the U.S. Department of Education.

Institutional financial aid awards are confirmed only after the Office of Admissions receives the \$100 tuition deposit and other required documents such as final high school transcripts. The decisions to award institutional aid are the responsibility of the Director of Financial Aid. The award of institutional scholarships and grants are considered after federal and state grants are applied to student accounts. The amount of institutional scholarships and grants awards cannot exceed the total cost of tuition, room, board, and fees.

Students who withdraw during the academic semester forfeit all institutional scholarships and grants awarded that semester. Students who fail to maintain continuous enrollment forfeit all previously awarded institutional scholarships and grants. On-campus students who move off-campus will see a change in the amount of institutional aid and may see a change of amount in certain state and federal aid awards.

For information regarding institutional financial aid, please contact the Office of Financial Aid or an enrollment officer.

Student Rights and Responsibilities

Student Rights

Students have the right to know the following:

1. The sources of financial assistance available, including information on all federal, state, and institutional financial aid programs.
2. The deadlines for submitting applications for each of the financial aid programs.
3. The cost of attending and the refund policies that apply to students who withdraw from the university.
4. The criteria used to select financial aid recipients.
5. How financial needs are determined. This includes the consideration of costs for tuition, fees, room and board, travel, books and supplies, personal, and miscellaneous expenses.
6. The details regarding the various programs in the student aid award. If students believe that an award was made in an unfair manner, students may request reconsideration of an award.
7. The portion of the financial aid award that must be repaid and the portion that is grant aid. If the aid awarded is a loan, students have the right to know the interest rate, the total amount that must be repaid, the length of time allowed to repay the loan, and when repayment is to begin.

Student Responsibilities

It is the student's responsibility to do the following:

1. Complete the Free Federal Application for Student Financial Aid (FAFSA) carefully and accurately and submit it to the appropriate office prior to the deadline. Errors may delay the receipt of financial aid. Intentional falsification of information on application forms for federal financial aid is a violation of the law and is considered a criminal offense subject to penalties under the U.S. Criminal Code.
2. Return all documentation, verification, corrections, and new information requested by the Office of Financial Aid or the agency to which the FAFSA application is submitted.
3. Read, understand, and keep copies of all forms that are submitted.
4. Accept responsibility for all signed agreements.
5. Notify lending institutions of changes in name, address, or school status (if a loan is pending).



Student Development

Director of Academic Support.....(906) 487-7324
Dean of Student Affairs(906) 487-7276

Academic Support

New Student Orientation

All newly admitted students with fewer than 24 college-level credits are required to participate in Finlandia University’s New Student Orientation program and enroll in the one-credit course, Finlandia Success Seminar. The orientation program gives students the opportunity to learn about academic programs and university services, meet faculty, staff, and current students, and participate in activities designed to acquaint new students with the campus and its community. The course introduces students to the goals of a university education, the skills needed for university success, and the programs, services, and facilities available. Orientation programs are provided at the beginning of the fall and spring semesters.

Academic Advising

Each student is assigned an academic advisor in the student’s selected program of study. If a student changes his or her program of study, the University Registrar assigns a new advisor. As the academic advisor is an integral part of the student’s educational program, it is important that an on-going relationship is established between the student and the advisor.

Disability Student Services (DSS)

It is the mission of Disability Student Services to guide students with diagnosed disabilities to self-advocate for both their academic and personal needs. DSS provides eligible students with academic advising, academic monitoring, assistive technology (limited), course accommodations, testing accommodations, and tutoring.

Through advising and careful planning, each student carefully formulates semester schedules and a degree completion plan with consideration of individual needs in attaining a reasonable, well balanced, sequential credit load.

DSS staff includes the program director who oversees all facets of the DSS services and staff, provides academic advising to DSS participants, assists students in arranging reasonable accommodations and completing the paper work required to receive those accommodations, provides assistive technology when available, and helps to arrange reasonable exam accommodations. The academic mentor monitors and assists students in their individual

courses. Through weekly meetings, the mentor helps with scheduling and planning, study strategies, instructional technology, tutoring, and other academic and non-academic support.

To qualify for DSS services, a student must present appropriate documentation that specifically states the disability and indicates the date and source of the student’s most recent evaluation and recommendations. High school and college transcripts must be provided for the student’s DSS file. Once enrolled, each semester DSS participants are required to renew their file by signing a contract and maintaining regular contact with DSS staff. Specific student accommodations must be renewed each semester.

Teaching and Learning Center (TLC)

The Teaching and Learning Center offers all Finlandia students free tutoring for help in all general education courses and some upper level courses. The TLC offers academic counseling, peer and professional tutoring, study skill workshops, study groups, computer literacy development, and the use of a small computer lab. Peer tutors are recommended by faculty and selected through the work-study program. Professional tutors hold bachelor’s, masters, and/or doctoral degrees in their fields, and have professional teaching and/or tutoring experience. Finlandia University faculty members utilize the TLC to provide students with study aids such as classroom reserve material, review sheets, and past exams. The TLC is located in Nikander 10. It is open Monday through Friday, 8:00 a.m. to 4:30 p.m. During the fall and spring semesters, the TLC has regular evening hours.

Testing Center

The Testing Center, located in Nikander 14a, oversees various test-taking activities for Finlandia and non-Finlandia students. Testing Center services include make-up testing (limited), testing accommodations (DSS participants), testing proctors, CLEP, and ICE tests. All tests must be scheduled in advance. Specific testing hours are posted each semester.

TRiO Student Support Services (TRiO/SSS)

TRiO Student Support Services is fully funded by a U.S. Department of Education grant to serve 180 students per year. TRiO/SSS provides academic, career, and personal counseling assistance, and free on-campus professional tutoring, to students who qualify under federal guidelines. Students eligible for TRiO/SSS services are first generation college students, and/or have financial need, or have a physical or learning disability

and some sort of academic need. All services are free and confidential. TRiO/SSS is located in Nikander 11 and is open weekdays 8:00 a.m.-4:30 p.m. Contact: Rob McTaggart, Director of TRiO/SSS, at (906) 487-7346 or rob.mctaggart@finlandia.edu.

The TRiO/SSS Personal Counselor assists students with social, personal, emotional, and academic concerns. Support and referral is available to students with chronic or complex issues. Contact the TRiO/SSS Personal Counselor at (906) 487-7353.

The TRiO/SSS Career Services Manager specializes in individualized self-assessment, career development, transfer services, graduate school assistance, and job search activities including résumé writing assistance and job interviewing techniques. The Career Services Manager also provides personal, financial aid, and academic counseling. Contact the TRiO/SSS Career Services Manager at (906) 487-7315.

Religious Life

Finlandia Campus Ministry

Finlandia University belongs to a family of 28 colleges and universities affiliated with the Evangelical Lutheran Church in America (ELCA). One expression of Finlandia's Christian identity and Lutheran heritage is Finlandia Campus Ministry. Finlandia Campus Ministry reflects the university's commitment to encourage spiritual growth among students, faculty, and staff. The student-led Finlandia Campus Ministry Team coordinates activities that relate to spiritual growth and promotes activities intended to encourage growth in faith toward God and love toward neighbor.

Student Activities

Weekly activities such as community worship, small-group Bible study, and prayer ministries are available to all students. The Finlandia Campus Ministry Team provides on-going opportunities for reflection and action in the areas of service, peace and justice, care for God's creation, and outreach. Finlandia shapes its religious life around Lutheran commitments while embracing and celebrating the diversity of religious traditions and expressions present on campus.

Campus Chaplain and the Chapel of St. Matthew(906) 487-7239

The campus pastor works closely with the Finlandia Campus Ministry Team and oversees all activities scheduled at the Chapel of St. Matthew. The campus pastor also offers counseling services to the university

community and maintains relationships with area churches and other faith-based organizations.

Community worship and other activities take place in the upper level of the Chapel. The lower level of the Chapel houses the Campus Ministry Center, a quiet place for students to study with wireless internet access.

Finlandia encourages all students to worship regularly. The Hancock-Houghton community provides students with the opportunity for worship in all major denominations.

Servant Leadership Program

Servant Leadership Program(906) 487-7239

The Servant Leadership program, a significant part of religious life at Finlandia, explores the relationship between faith, vocation, and service and seeks to empower students to realize the unique contributions they offer as citizens of the world. Servant Leadership courses encourage students to explore their spiritual development, expand their worldview, and boost their self-awareness and leadership abilities to support them in their desire to serve God and others and become agents for change.

The Servant Leadership program is rooted in Christian teachings and practices, with openness and respect for religious differences and interfaith dialogue. The program creatively and cooperatively explores expressions of faith through service. Honest and open questions of faith are supported.

Three Servant Leadership courses support students in the development of a servant-leader identity and can fulfill 3-9 credit hours of electives. They are: REL 230 (3 credits) – Servant Leadership; REL/SOC 236 (3 credits) – Service and Learning in Tanzania; and REL/SOC 237 (3 credits) – Servant Leadership for the Local Community.

Student Development

Residence Life

Finlandia University requires all students to live in the residence hall except those in one of the following categories. Students who:

1. have reached junior status prior to registration for the semester; have been enrolled in at least four semesters of higher education at an accredited institution; are 21 years of age or older on or before the last official day of the semester they are registered for; or

Student Development

2. live within 60 miles of campus at their legal residence with parent(s) or a family member notarized as official caregiver; or
3. are married and/or residing at home with their children; or
4. have prior or concurrent military service.

The Residence Life Department ensures an appropriate community atmosphere, aids in residence hall administration, and assists students with personal, academic, and administrative concerns. Residence Life staff also work with the Student Senate to organize student activity programming for the residential community.

Food Service

A full-service cafeteria is located in Mannerheim Hall. Meals are served three times daily throughout the regular academic year, with the exception of scheduled university breaks. Resident students are required to purchase a meal plan of 19 meals per week. Commuter students, faculty, and staff purchase meals on a cash basis; a reduced-rate, ten-meal Lunch Express Card is also available.

Student Senate

The Finlandia University Student Senate plays a vital role in the development of the campus community as follows:

1. Responds to the requests and concerns submitted by the student body, faculty, or administration;
2. Organizes and promotes academic, spiritual, social, cultural, and recreational activities; and
3. Fosters high standards of Christian character and conduct throughout the university community.

The Student Senate is involved in various aspects of student life and is responsible for coordinating or assisting with numerous on-campus activities. The Senate may form subcommittees and special interest groups designed to address specific student concerns. All students are welcome and encouraged to participate in student senate activities.

Student Activities

On- and off-campus activities give students multiple opportunities to exercise social skills in conjunction with educational programs, volunteer opportunities, leadership experiences, and entertainment. Most on-campus activities are free to the Finlandia community (students, faculty, and staff). Finlandia offers ample opportunities for students to get involved through the

Student Senate and various social and academic clubs and organizations. Students are informed of campus events and activities via e-mail, on-line and telephone resources, and campus-wide message boards.

Homecoming

Each spring the Finlandia Student Senate and Student Alumni Association organize a winter Homecoming celebration around the varsity winter athletic schedule. Students, faculty, and staff are all encouraged to enjoy this spirited event. Annual Homecoming events include “Winter Games,” a semi-formal dance, the selection and crowning of a Homecoming queen and king, and a tailgate party prior to a home hockey game.

Friday afternoon classes are canceled so that students can take part in Homecoming activities, a community lunch, and the conclusion of the Winter Games. In the interest of keeping university tradition alive, a sledding race is part of Homecoming Winter Games.

Student Newspaper

The Roar, a monthly student newspaper, gives interested students an opportunity to develop writing, photography, and graphic design skills. The newspaper is managed and produced by the student staff consisting of an editor, a visual editor, and a business manager. The university’s journalism sequence (JRN 115, JRN 116, JRN 215, JRN 216) allows students to submit their work to the student newspaper under the direction of the Suomi College of Arts & Sciences and the Student Life Department.

Campus Enrichment

Throughout the academic year, the Campus Enrichment calendar includes concert and lecture series, performing artists, visual arts presentations, and movies.

Athletics

Intercollegiate Athletics

Finlandia University is affiliated with the National Collegiate Athletic Association (NCAA) Division III and the Association of Division III Independents. The Finlandia Lions compete as an independent institution in the following sports: women’s soccer, men’s and women’s cross country running, women’s volleyball, men’s golf, men’s and women’s basketball, women’s softball, and men’s baseball. The men’s soccer program competes in the Wisconsin Intercollegiate Athletic Conference (WIAC). The men’s and women’s hockey programs compete in the Midwest College Hockey Association (MCHA) and the Northern Collegiate

Hockey Association (NCHA), respectively. The intercollegiate athletics program encourages personal growth, academic success, and the development of athletic skills. Finlandia University does not offer athletic scholarships.

Finlandia Fitness Center

The Finlandia Fitness Center, located in the Paavo Nurmi Center, is equipped with cardiovascular training machines including Stairmasters, exercise bikes, treadmills, and rowing machines, as well as Nautilus equipment and free weights. Students taking courses for credit may use the fitness center free of charge with a valid Finlandia University ID. Fitness Center hours are posted.

Finlandia Swimming Pool

The Finlandia swimming pool is located in the Paavo Nurmi Center. Finlandia University students taking courses for credit may use the pool free of charge with a valid student ID. Hours for fitness and open swimming are posted.

Music Program

The Finlandia University music program, open to both novice and advanced students, provides opportunities for choral and instrumental learning and performance.

Theater Program

The Finlandia University theater program, open to both novice and advanced students, offers an opportunity to develop drama- and theater-related skills such as acting, directing, stage management, set design and execution, costume and make-up, house management, tour organization, and script writing.

Student Services

Career Services

Career guidance and counseling is available from the TRiO/SSS Career Services and Student Life. Career-related resources include interest and ability testing, a career resource library, job-hunting strategies, university transfer information, graduate school information, job training videos, and market bulletins. Students also receive assistance writing résumés and cover letters, and practicing interview skills.

For career services, TRiO/SSS students should contact Mark Cavis at (906) 487-7315. All other students should contact Kirsti Arko at (906) 487-7276.

Health Services

All full-time students are automatically enrolled in the university's Accident and Sickness program. The program is supplemental to any other health care coverage in which the student may be enrolled. The program may serve as primary coverage for full-time students without other health care coverage. All claims are subject to program guidelines. For more information, contact Human Resources at (906) 487-7316.

Portage Health Hospital in Hancock is located minutes from campus, and its emergency room is open 24 hours a day. The Portage Health Medical Clinic, also in Hancock, provides medical services of all kinds. To contact the clinic, call (906) 483-1060. For emergencies, call 911 or (906) 483-1111. Many other health care services and providers are available in the local community.

In response to concerns about HIV/AIDS, Finlandia University's role is to inform and educate students, faculty, and staff. Finlandia University follows the principles stated in the General Statement on Institutional Response to AIDS developed by the American College Health Association.

Student Conduct

Finlandia University has developed standards for student behavior for the purpose of furthering its educational objectives. These standards support the educational mission of the university by fostering an environment conducive to student learning and personal growth and development. Student standards of behavior, and the procedures for dealing with student conduct, are specified in the Student Handbook.

Student Development

Department of Campus Safety and Security (DCSS)

The DCSS cooperates with other campus departments to maintain a safe and secure living and learning environment. The department acts as the liaison between the university and local law enforcement and emergency response agencies. The Hancock City Police provide routine patrol and investigation services to the campus. Campus Safety & Security officers receive basic criminal justice, protection, and prevention training. DCSS provides the following:

1. Identification cards for employees and students
2. Parking permits for visitors, employees, and students
3. Compliance with the federal Clery Act and U.S. Department of Education on campus crime reporting requirements
4. Enforcement of campus parking policies
5. 24-hour DCSS presence on campus during the Fall and Spring semesters.

An Annual Campus Crime Report is available at the Campus Safety and Security office, 1st floor, Finlandia Hall.

Number of Occurrences of Selected On-Campus Crimes

<u>Type</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Homicide	0	0	0
Manslaughter	0	0	0
Sex Offense (Forcible, res. hall room)	0	1	0
Aggravated Assault	0	0	1
Robbery (Building)	0	0	0
Burglary (Attempted)	1	2	1
Arson (Attempted, dorm room)	0	0	0
Motor Vehicle Theft	0	1	0
Hate Crimes	0	0	0

Number of Selected Arrests/ Campus Discipline for Selected Violations

<u>Type</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Alcohol Arrests	0	0	0
Drug Arrests	0	0	0
Weapons Arrests	0	0	0
Alcohol Fines/Probation	14	6	12
Drug Fines/Probation	0	1	1
Weapons Forfeiture	1	0	1

Number of All Other On-Campus Crimes

<u>Crime</u>	<u>Location</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Larceny	Res. Hall Room	0	2	6
Larceny	Building	0	0	1
Larceny	Vehicle	0	0	0
Larceny	Locker Room	0	0	0
MDOP	Vehicle	0	0	1
MDOP	Building	1	1	1
Assault/Battery	Residence Hall	0	1	2
Stalking (non student)	Building	0	0	0
Trespassing (non student)	Grounds	0	0	0
Suicide (Attempted)	Residence Hall	0	0	0
Disorderly Conduct	Residence Hall	2	3	4
Harassment/Threat	Residence Hall	2	1	2
Drug Possession/Use	Residence Hall	0	0	1

Educational Outreach

Finnish Exchange Program

The Finlandia University Finnish Exchange program gives students the opportunity to experience Finnish life and culture by studying at institutions of higher education in Finland. Interested students may contact the Office of Admissions for additional information about the program and assistance applying to a particular exchange program. Students are selected based on academic standing and interest and involvement in Finnish studies. Students are expected to pay travel, personal expenses, textbooks, and board while in Finland, although they are considered enrolled at Finlandia University and are eligible for institutional and Title IV funds to assist in covering the cost of tuition. Housing and tuition costs are paid to the university. Coursework completed in Finland is accepted as transfer credit.

ROTC - Army and Air Force

Finlandia University students may participate in the Army and Air Force ROTC programs offered through Michigan Technological University in Houghton, Michigan, according to special provisions of a cross-town agreement. Scholarships are available to qualified baccalaureate degree-seeking Finlandia University students who participate in ROTC courses. For additional information, contact the Finlandia University Financial Aid office at (906) 487-7240.

Workforce Training

Finlandia University, the Keweenaw Industrial Council, and the Copper Country Intermediate School District created the Workforce Training Consortium in 1998. Its purpose is to provide continuing education opportunities for area employees based on local needs. Courses are offered through a cooperative effort among businesses, educational institutions, and government agencies. Recent sessions have included Leadership and Team Skills, Time Management, Customer Relations, ISO 9001 Certification, and various levels of computer training. For more information about the Workforce Training Consortium call (906) 487-7344.

Upward Bound

Finlandia University Upward Bound serves 75 high school students from Baraga, Houghton, and Keweenaw counties. To be eligible for the program, students must be low income or potential first generation college-going students (2/3 of Upward Bound participants must meet both eligibility requirements). Students are eligible to enter the program immediately after 8th grade graduation and before completing the 10th grade. Students remain in the program through high school graduation.

Program services are intended to promote the skills and motivation necessary for success in college. Services include academic guidance and counseling; tutoring; college visits; cultural experiences; college and financial aid application assistance; ACT and college application fee waivers; a 6-week summer residential program; core curriculum instruction, nationwide field trips; and social activities.

The Finlandia University Upward Bound program is a federally funded, Department of Education TRiO program. For more information, call (906) 487-7286.

Educational Talent Search (ETS)

Educational Talent Search is funded by the U.S. Department of Education and administered by Finlandia University for the seven western counties of the Upper Peninsula: Houghton, Keweenaw, Baraga, Ontonagon, Gogebic, Iron, and Marquette. Its purpose is to assist middle and high school students, as well as adults, in completing secondary school and entering programs of higher education.

ETS provides various free services, including one-on-one and group career exploration and academic counseling; workshops to learn study skills, test-taking strategies, and goal-setting; ACT and College Prep seminars; tours of college campuses throughout Michigan; and individual and group financial aid and college application assistance. For questions about the program, call the ETS office at (906) 487-7390.

Academic Information

University Registrar(906) 487-7272
Mannerheim 100 A & B

Academic Standards and Policies

To help maintain an atmosphere conducive to education, the student is expected to read the catalog to understand and comply with the academic procedures and regulations of the university.

The course offerings, requirements, and policies of Finlandia University are under continual examination and revision. This catalog is not a contract; it merely presents the offerings, requirements, and policies in effect at the time of publication and in no way guarantees that the offerings, requirements, and policies will not change. Questions about academic policies should be addressed to the University Registrar's office.

Completion and Graduation Rates

The retention rate for full-time, first-time freshmen students who began in 2007 and returned in 2008 was 65%. The graduation rate for full-time, first-time students who began their degree program in 2004 was 34%.

Privacy and Access to Student Records

Finlandia University designates the following categories of student information as public or "directory information." The institution may disclose such information for any purpose, at its discretion.

Public Directory Information

Category	Type
I.	Name, address, telephone number, e-mail address, dates of attendance, class status, part-time or full-time status, class schedule/roster, photos.
II.	Previous institution(s) attended, degree and major, awards, honors (includes dean's and honors lists), degrees conferred (including dates).
III.	Past and present participation in officially recognized sports and school activities, physical factors (height, weight) of athletes, date and place of birth.

Students have the right to inspect their personal records. The University Registrar will respond within five working days to written requests to inspect personal records. Students also have the right to prevent release of information from personal files. Currently enrolled students may withhold disclosure of any of the above categories of information under the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended. To withhold disclosure, written permission (valid for

one year only) must be submitted in person to the University Registrar prior to September 30 of the fall semester, January 30 of the spring semester, and May 30 of the summer semester. Forms to request the withholding of directory information are available from the University Registrar. Finlandia University assumes that the failure of any student to specifically request withholding any category of directory information indicates individual approval for disclosure.

If students would like other information, such as transcripts or instructor evaluations, released from a personal file, they must submit written permission to the University Registrar. Forms are available from the University Registrar. Students have the right to file a complaint with the Department of Education for alleged institutional failure to comply with FERPA requirements.

Transferring Courses from Other Institutions

Finlandia University accepts all credits from regionally accredited colleges and universities that fulfill the requirements of the student's declared program (including any electives) that meet the following criteria:

1. Courses designated as "college level" by the transferring institution.
2. Courses in which the student earned a "C" or better ("C-" courses will not transfer). Grades and GPA do not transfer.
3. "P" credits are transferable when the transferring institution indicates that "P" is comparable to "C" or better.
4. Credits in courses comparable to those taught at Finlandia University are accepted. Credits for courses not taught at Finlandia University (but in subject areas in which the university offers instruction) are accepted and transfer as electives in those subject areas. Non-vocational, non-technical courses in subject areas in which the university does not offer instruction are accepted as UNS 000 (unassigned electives) and count as credit toward graduation in programs that allow electives.
5. Credits transferred from institutions on the quarter system are valued at 2/3 of the semester hour value. Trimester and 4-1-4 system credits are also pro-rated.
6. The University Registrar determines equivalency of transferred courses to Finlandia University.
7. There is no limit on the number of transfer credits; however, academic deans or department chairs may limit the number of transfer credits or courses to their school or department.

8. If a course that is required at Finlandia University transfers in with at least 2/3 of the Finlandia University credits required for that course, the course requirement has been met. If a course that is required at Finlandia University transfers in with fewer than 2/3 of the Finlandia University credits required for that course, the student must satisfy the remaining credit required for that course by taking the course at Finlandia University or securing approval for course substitution from the University Registrar and the academic dean of the area that offers the course.
9. Students with an earned bachelor's degree are expected to meet the general education and program requirements of the university.
10. Finlandia University course equivalencies for many Michigan colleges and universities can be found on the Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) website, in the Michigan Transfer Network section, at www.macrao.org.

Finnish Exchange Program

Transfer credits for Finlandia University students participating in the Finnish Exchange Program are calculated by the University Registrar's office based on module descriptions furnished by the Finnish institution and in consultation with the appropriate academic dean.

Transferring Credits from Other Sources

There is no charge to have AP, OAC, CLEP, IBO, ICE, or experiential learning credit applied to the university transcript; however, credit is only awarded after the student is officially enrolled at the university. Credit earned from these sources does not count toward residency requirements and is only awarded in areas applicable to the Finlandia University curriculum.

MACRAO Articulation Agreement

Finlandia University participates in the MACRAO Articulation Agreement which facilitates transfer of credit between two-year and four-year colleges in Michigan. If a student completes the basic two-year requirements for graduation with the following course work, the transcript will show "MACRAO Articulated." These requirements are as follows:

- 6 credits of English composition (ENG 103 and 104).
- 8 credits of science and math (BIO 111 or above and MAT 140 or above). Courses must be in more than one discipline and must include a lab course.

- 8 credits of social science. Courses must be taken in more than one discipline.
- 8 credits of humanities. Courses must be taken in more than one discipline.

Some associate degree programs at Finlandia University do not meet the MACRAO Agreement. Students planning on pursuing a baccalaureate degree elsewhere should see their advisor or the University Registrar for more information.

Advanced Placement

Academic credit toward a degree will be awarded to the student who receives a grade of three (3) or higher on the Advanced Placement Examinations of the College Board.

AP Title	Finlandia Equivalency	Credits
American History	HIS 211	3
American Government	PLS 221	3
Art History	HIS 103	3
Biology	BIO 111	4
Calculus	AB MAT 180	4
Chemistry	CHM 121	4
English Language with Comp.	ENG 103	4
English Literature with Comp.	ENG 103	4
European History	HIS 205	3
French Language	FRN 199	4
Macroeconomics	ECN 232	3
Microeconomics	ECN 231	3
Psychology	PSY 201	3
Spanish Language	SPN 199	4

Ontario Academic Credits (OAC)

University credit may be earned through completion of Ontario Academic Credits with a grade of 60% or higher.

College Level Examination Program (CLEP)

University credit may be earned through the College Level Examination Program. CLEP tests are \$72 per exam, plus an additional administration fee. Finlandia students can register at the Finlandia Testing Center or another CLEP testing center. Students must receive approval from the dean of the respective department before taking a CLEP exam for a course that is being taken or had been taken previously. CLEP policy requires a waiting period of six (6) months before a student can retake a CLEP test. The minimum CLEP scores accepted by Finlandia University follow.

CLEP Exam	Minimum Score	Finlandia Equivalency	Credits
English Comp. with Essay	50	ENG103	4
Humanities	50	HUM 101	3
Financial Accounting	50	BUS 201	4

Academic Information

American Government	50	PLS 221	3
American Literature	50	ENG 233	3
Biology	50	BIO 111, 211	8
Business Law	50	BUS 361	3
Calculus-Elem. Functions	50	MAT 180	4
Chemistry	50	CHM 121/131/145	3-4
College Algebra	50	MAT 145	4
English Literature	50	ENG 243	3
French Level I/II	50/62	FRN 199	4/8
Freshman Comp.	50	ENG 103	4
German Level I/II	50/63	GRM 151,152	4/8
Human Growth & Development	50	PSY 343	3
Macroeconomics	50	ECN 232	3
Marketing	50	BUS 345	3
Microeconomics	50	ECN 231	3
Psychology	50	PSY 201	3
Sociology	50	SOC 201	3
Spanish I/II	50/66	SPN 151,152	4/8
US History I	50	HIS 211	3
US History II	50	HIS 212	3
Western Civilization I	50	HIS 205	3
Western Civilization II	50	HIS 206	3

International Baccalaureate Organization Program (IBO)

Academic credit toward a degree will be awarded to students who receive a grade of five (5) or higher on the final subject examination for higher-level (HL) courses in the International Baccalaureate Organization Diploma program.

Institutional Challenge Exam (ICE)

To take an Institutional Challenge Exam, Finlandia University students must obtain a form from the Testing Center and submit the completed request (in writing) to the academic dean of the subject area in which the course is offered. An \$87 fee for each exam must be paid in full prior to the scheduled exam date at the Office of Student Accounts. Requests to complete an ICE exam are subject to the following guidelines:

1. Each academic dean establishes the courses for which ICE credits will be accepted. (See ICE chart below) The college, school, or department develops the test to be used.
2. The minimum passing grade for all exams is a "C."
3. Students may not take the Institutional Challenge Exam if the course is being taken or has been taken at Finlandia University.
4. The credits earned do not count toward residency requirements.
5. Students may not take an ICE for a course that is available through the CLEP program.
6. Students may only attempt one ICE for each course.

Currently Offered Finlandia ICE Exams

Course Code	Course Description
BUS 138	Fundamentals of Business, Economics, and Entrepreneurship
BUS 141	Business Communications
CIS 102	Introductory Computer Applications
CIS 202	Intermediate Computer Applications
EDU 101	Foundations of Education
HSC 112	Medical Terminology
HMS 111	Introduction to Human Services
HMS 270	Substance Abuse
MAT 101	Elementary Algebra
MAT 140	Intermediate Algebra

Experiential Learning

To apply for academic credit for life experience, such as on-the-job training, non-credit post-secondary programs, and other experiences that parallel academic study programs, students must prepare a portfolio according to the standards of the college or school that offers the course.

After a portfolio is submitted to the appropriate academic dean, a committee from that college or school reviews the portfolio. If approval is granted, the credit(s) are added to the university transcript. Students may earn up to 32 credits via experiential learning. Experiential learning credits do not count toward residency requirements.

Semester Course Load and Semester System

Finlandia University offers courses on the semester system. The normal full-time course load for the fall and spring semesters is 12 to 16 credits with extra charges for any credits over 18. The normal full-time course load for summer is 12 credits with extra charges for any credits over 12. All credits are counted toward charges. Fewer than 12 credits for any semester is considered a part-time load. More than 18 credits for the fall and spring semesters, and more than 12 credits for the summer semester, is considered an overload. Only students who have a cumulative GPA of 3.00 or better may register for an overload with a maximum of 21 credits for the fall and spring semesters, and a maximum of 15 credits for the summer semester. The University Registrar must approve an overload.

Advising and Selection of Courses

Academic placement, course selection forms, academic program progress sheets, and class availability determine the initial semester schedule for incoming students. After check-in day, students must meet with their assigned academic advisor to review program requirements and career goals. The name of the academic advisor is printed in the upper right-hand corner of the student's semester schedule.

All students are assigned an academic advisor in the student's selected program of study. Students who want to change their degree, major, concentration, or advisor should obtain a "change of curriculum and advisor" form from the University Registrar's office. Since the academic advisor is an integral part of the student's educational program, it is important for students to establish an on-going relationship with their advisor. The academic advisor provides the student with assistance in the following areas:

1. Reviews general academic practices and policies of the university.
2. Discusses employment, transfer, and degree completion.
3. Explains assessment.
4. Distributes and reviews copies of program requirements and recommended course sequence. Points out specific credit and course requirements.
5. Shows student how to draft a semester schedule and tentative degree completion schedule, using the master schedule and the recommended course sequence as a guide.
6. Meets with each student individually to plan, review, and approve semester schedules.
7. Answers questions and refers student for help as needed.
8. Discusses course substitution requests as needed.

Students should meet with their advisors on a regular basis. Students must see their academic advisors after mid-semester to obtain a copy of their grades. The advisor's signature is required on all drop and add, change of advisor and curriculum, and registration cards.

The progress sheet is a valuable guide to chart the student's progress toward a degree. Progress sheets for all academic programs are available in this publication and at the University Registrar's office. The sheets list course requirements on one side and the suggested course sequence on the reverse. They are updated yearly with any program changes. Students follow the progress sheet for the academic year in which they entered Finlandia University.

Independent and Directed Studies

Two individualized study programs are available.

1. Independent Study: Students with a GPA of 2.0 or better may take a course listed in the catalog, in a semester when it is not scheduled, if it is necessary for graduation or if a special need is demonstrated. The instructor prepares the syllabus, offers assistance, reviews progress weekly, and evaluates

the student's work at the end of the semester.

Independent study requirements may include term papers, examinations, and critical journals. Regular credit is awarded for completed courses. To request independent study, the student must submit an independent study form, available at the University Registrar's office, along with a letter explaining the need for special scheduling.

2. Directed Study: Students with a GPA of 2.0 or better may request that a faculty member develop a directed study course to explore a special aspect of a particular area of study. An individualized syllabus, prepared by the faculty member, that includes a course title, objectives, general description, methods, and evaluation method must be submitted, along with a permission form, for each directed study. Faculty time is flexible for each project. Course credit is established by the faculty member and may range from one (1) to five (5) credits. To request directed study, the student must submit a directed study form, available at the University Registrar's office, along with a letter explaining the need for a specialized course of study.

All independent or directed study requests require approval from the course instructor, the academic dean, and the University Registrar. Completed, signed forms must be submitted to the University Registrar prior to registration.

Field Experiences, Practicums, and Internships

Field experiences, practicums, and internships complement classroom study with planned, supervised off-campus experiences at community and government agencies, local schools, health care providers, and businesses of many kinds. Prerequisites include a 2.00 GPA, faculty recommendation, and approval of the academic dean. Students must make arrangements through the appropriate academic dean or department chair and obtain the dean's or chair's signature prior to registration. A copy of the student internship contract is placed in the student's permanent academic file.

Online Learning

Online learning at Finlandia University responds to today's information-intense, knowledge-based society. We offer online courses via the Pearson eCollege platform, a comprehensive outsource solution that provides students in-house technical support 24 hours a day, 365 days a year. The university offers three levels of online courses: 1) eCourse (fully online), 2) Hybrid (no more than 50% online), and 3) eCompanion (regularly scheduled classes with an online component).

Academic Information

Class Attendance

The university expects every student to attend all class sessions of scheduled courses and complete all assignments. The policies regarding class attendance are as follows:

1. Each student is expected to attend all class periods. Students who anticipate missing class (whether excused or unexcused) must inform their individual instructors prior to the absence. Individual instructors may decide whether unexcused class absences affect the student's grade. An excused absence may be granted for reasons related to a university-approved event, bereavement, military obligation, jury duty, or other personal exigencies. An unexcused absence is defined as all other absences not listed above.
2. In the event of excessive absences, the student will be referred by the instructor to their academic dean and the dean of students.
3. Students with excessive absences beyond two (2) weeks of class (six (6) class hours for a three-credit course and eight (8) class hours for a four-credit course) may receive a grade of "F."
4. In-class assignments, quizzes, and/or exams missed on the day of an unexcused absence cannot be made up.

Dropping and Adding Courses

The drop and add period is used to rearrange class schedules. The period ends six (6) class days after check-in day during the fall and spring semesters, and four (4) class days after check-in day during the summer semester. Courses dropped during this period do not appear on the student's transcript or grade report. Courses may not be added following the drop and add period. Any course schedule changes must be approved by the student's academic advisor. To be accepted, signed drop and add cards must be received in the University Registrar's office by 4:30 p.m. of the sixth day of classes after check-in day during the fall and spring semesters, or by noon of the fourth day of classes after check-in day during the summer semester. Students are charged for all registered courses at the end of the drop and add period.

Withdrawing from Courses

Students may withdraw from a course(s) by submitting a drop and add card, signed by the advisor, student, and instructor, to the University Registrar's office. Drop and add cards without all required signatures are not honored. Course withdrawals after the official drop and add period are not included when computing GPA.

Cheating and Plagiarism

Cheating is committing fraud on a record, report, paper, computer assignment, examination, project, or other course requirement. Plagiarism is taking someone else's ideas, words, statements, or other work as one's own without proper acknowledgment.

Any student found guilty of cheating or plagiarism may be dropped from a class and/or receive an "F" grade for the test, paper, or report. The instructor of the class has authority to determine the response to the violation. Student(s) involved in incidents of this kind may appeal to the academic dean.

Class Standing

Class standing is based on total credits* earned as follows:

Class Standing Chart	
Credits Earned	Class Standing
0-29	Freshman
30-59	Sophomore
60-89	Junior
90+	Senior

*Total credits include transfer, AP, CLEP, ICE, IBO, experiential learning, and credits earned at Finlandia University.

Complete Withdrawal from the University

Students who wish to completely withdraw from the university must obtain a withdrawal form from the Director of Retention. Students must personally present the withdrawal form to, and obtain the signatures of the Director of Retention, Director of Financial Aid, Director of Student Accounts, and the University Registrar. All withdrawals must be in writing. The effective date of withdrawal is the date the University Registrar signs the form. When students completely withdraw from the university, tuition, fees, and room and board are charged in accordance with the refund policy outlined in the Student Accounts section of this publication.

Failure to attend classes does not constitute official withdrawal from the university. Students who intend to completely withdraw from the university, yet fail to complete the above withdrawal procedure, are financially responsible for all semester charges and will receive an "F" in each of their classes.

Elementary Education Program Withdrawal and Dismissal

The Elementary Education program committee reserves the right to remove from the program a student whose health, conduct, scholastic standing, or field experience

performance does not comply with the designated program expectations. Elementary Education students must maintain a cumulative GPA of 2.70 overall, a minimum professional education GPA of 3.00, and a minimum minor GPA of 2.70. A minimum grade of “C” must be earned in all education courses, with the exception of EDU 101 and EDU 201 (which require a grade of “B-” or higher). Methodology courses may only be repeated once and must be taken at Finlandia University.

It is the responsibility of the student to read the Finlandia University academic catalog and Elementary Education Handbook. If, at any time, the student violates the standards of State Administrative Rule 101.1, explained in the handbook, the individual will be removed from both the program and any professional education courses in which the student is enrolled.

Readmission into Elementary Education

Any student who did not maintain the academic or professional behavior standards of the Elementary Education program and, as a result, was not permitted to continue the methodology sequence, may reapply to the program for the following academic year. Students requesting readmission will be subject to the departmental policies indicated in the Elementary Education Handbook in effect and published at the time of reentry.

Readmission is based on the following criteria:

1. Previous completion of elementary education methodology courses with a GPA of less than 3.0 must be retaken.
2. Previous completion of elementary education methodology courses with a GPA of 3.0 or better will not have to be retaken if completed in the last two (2) years.
3. The evaluations of previous field experience performances will be reviewed.
4. The student’s cumulative, professional education, and minor GPAs will be reviewed.

Any Elementary Education student who has discontinued enrollment for one (1) or more semesters must apply by letter to the Office of Admissions requesting permission to be readmitted to the university. If the student has attended another university or college in the interim, a transcript from that institution is required.

College of Health Sciences Programs Withdrawal and Dismissal

Faculty members of the programs within the College of Health Sciences reserve the right to dismiss a student whose health, conduct, scholastic standing, and/or clinical or internship performance does not comply with the designated program expectations. It is the responsibility of each student to read the Finlandia University academic catalog and, as appropriate, the program’s student handbook, and to consult with departmental personnel if specific problems or questions arise.

Grading Procedures and Policies

Grading Scale

Grades are reported to the University Registrar at mid-semester and the end of each semester. Students receive mid-semester grades from their advisors. Final semester grades are mailed to each student’s home address shortly after the end of the semester. Grades are reported and recorded according to the following scale:

Grade Scale

<u>Letter Grade</u>	<u>Grade Points</u>
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D+	1.30
D	1.00
D-	0.70
F	0.00

Grade Scale

Letter Grade Definition

- | | |
|---|--|
| I | Incomplete is a temporary grade. The instructor must submit an “incomplete” contract, signed by both the student and the instructor, when the class grades are due. An incomplete grade is changed to a letter grade following the satisfactory completion of all unfinished work according to the conditions of the student-faculty ‘incomplete’ contract. If the work is not completed by the end of the semester (fall, spring, or summer) following the semester in which the incomplete grade was issued, the grade for that course becomes “F.” The instructor may grant up to two additional semesters to complete the course work in |
|---|--|

Academic Information

- documented extreme and unusual situations beyond the student’s control.
- P Passed successfully; completed course with equivalent of “C” or better.
 - R Repeated course; previous completion of the same course does not affect GPA and does not count as credits earned.
 - W Withdrawal from a course after the drop and add period through the tenth week of courses in the fall and spring semesters, and through the sixth week of courses in the summer semester; does not affect GPA and does not count as credits earned.
 - AU Audit, no grade or credit given.
 - CR Transfer credit (see explanation at the beginning of this section).

Grade Appeal Process

If a student feels that an incorrect grade has been assigned for a course, the student may seek resolution with the appropriate faculty member by January 30 for fall semester grades or September 30 for spring or summer grades. The student may appeal to the dean of the college or school if the issue is not resolved with the faculty member.

Grade Point Average (GPA)

To calculate the semester GPA, divide the total semester grade points earned by the credits completed that semester. Only grades of “A” through “F” earned at Finlandia University are used in calculating the semester GPA.

To calculate the cumulative GPA, divide the total grade points completed in all semesters by the total credits completed in all semesters. Only grades of “A” through “F” are used in calculating the cumulative GPA.

Grades in courses below the 100-level are not used in calculating the GPA and do not count toward degree completion.

Semester Academic Honors

Students who complete 12 or more credits, earn a semester GPA of 3.75 or above, with no grade below a “C,” are placed on the Dean’s List for that semester. Students who complete 12 or more credits and earn a semester GPA of 3.50 to 3.749, with no grade below a “C,” are placed on the Honors List for that semester. Semester academic honors are not granted to students with an incomplete (“I”) grade on their transcript that semester.

At the end of each spring semester, the faculty selects students for the special honor of membership in the

Sampo Society, recognizing the value of lifetime learning, and the Sisu Award, recognizing achievement despite difficult circumstances. Both awards reflect Finlandia’s Finnish heritage: the Sampo is a tool from Finnish mythology, and *sisu* is Finnish for “persistent effort.”

Academic Standing

Students must maintain satisfactory academic standing to remain at Finlandia University. Criteria for satisfactory (good) academic standing for students enrolled in degree-granting programs are as follows:

Academic Standing		
Level	Credits Earned	Cumulative GPA
1	0-23	1.60
2	24-47	1.75
3	48-71	2.00
4	72-95	2.00
5	96+	2.00

In addition, all students must attain a cumulative GPA of 2.00 to graduate from a degree-granting program.

Academic standing is calculated at the end of each semester. Any student who fails to attain and maintain the required academic standing (see chart) is placed on academic warning. During the subsequent semester of attendance, the student is limited to 14 credits. The student must also meet the guidelines outlined in a learning contract set up with the Director of Academic Support.

At the end of a semester on academic warning, any student who fails to raise their cumulative GPA to a satisfactory level (see chart) is placed on academic probation. During the following semester of attendance, the student is limited to 14 credits and must meet the guidelines outlined in a learning contract set up with the Director of Academic Support.

At the end of a semester on academic probation, any student who fails to raise their cumulative GPA to a satisfactory level (see chart) is placed on academic suspension. In extreme or unusual circumstances, a student may appeal the academic suspension. The appeal must be submitted to the University Registrar in writing to be considered for approval by the University Registrar, Director of Academic Support, Director of Financial Aid, Director of Student Accounts, and Academic Achievement Committee chairperson.

A student who has been academically suspended and desires to return to Finlandia University after an absence of at least one semester must apply through the Office of Admissions and file a formal appeal form. A student should not expect automatic readmission after serving a

period of suspension. The University Registrar, in consultation with the Director of Academic Support, Director of Financial Aid, Director of Student Accounts, and Academic Achievement Committee chairperson, must approve the applications of students applying for readmission to the university.

A student who is readmitted to Finlandia University after serving a period of suspension and fails to raise their GPA to a satisfactory level (see chart), will be academically dismissed and ineligible to return to Finlandia University until the student earns a grade of “C” or better in at least 12 credits of college level courses at another college or university.

A student who fails all courses automatically receives academic suspension.

Athletics Eligibility Requirements

To be eligible to participate in varsity athletics at Finlandia University a student athlete must meet current eligibility requirements set forth by athletic conference and national governing bodies, and Finlandia University. For further information please contact the Director of Athletics.

Students who participate in intercollegiate athletics must meet the following eligibility requirements:

1. Student-athletes must maintain a 2.00 GPA and maintain satisfactory academic progress toward a recognized degree. Students on academic warning or probation are ineligible to participate in the athletics program.
2. Incoming freshmen must have achieved a minimum high school GPA of a 2.0 to be immediately eligible to participate in intercollegiate athletics at Finlandia.
3. Student-athletes must be enrolled in a minimum of 12 credit hours per semester at Finlandia. If the course load of a student-athlete drops below 12 credits at anytime during a semester, they are immediately ineligible.
4. Student-athletes are ineligible if they earn less than 12 credits in a semester. An incomplete (I) grade in a class does not count toward earned credits. The student athlete remains ineligible until the incomplete grade is completed.
5. Student athletes may only participate in intercollegiate athletics during the first ten (10) full-time semesters of enrollment at any college or university.

6. Transfer student-athletes must have achieved at least a 2.0 cumulative GPA at their previous institution to be immediately eligible for athletic participation at Finlandia University. Further, students who have ever participated in intercollegiate athletics must have been academically and athletically eligible if they had remained at the previous institution.
7. Credit Hour Requirements. To be eligible to compete the second season and subsequent seasons in any sport, a student-athlete must earn the following credit hours:
 - (a) After the completion of the first season of participation: 24 credit hours
 - (b) After the completion of the second season of participation: 48 credit hours
 - (c) After completion of the third season of participation: 72 credit hours

Academic Amnesty

Former Finlandia University students who wish to return after a seven-year absence may request academic amnesty. If granted, the returning student's cumulative GPA and credits earned will include only courses taken since returning to the university. Students wishing to return to Finlandia University under academic amnesty must present a written request to the University Registrar.

Course Repeat Policy

Students wishing to repeat a course and remove the prior grade from the cumulative GPA must satisfy each of the following guidelines:

1. Courses taken at Finlandia University must be repeated at Finlandia University to activate the policy.
2. The highest grade will apply toward the cumulative GPA. The prior grade will be removed only if a subsequent grade of “A” through “F” is earned.
3. A course may be repeated no more than twice under this policy.
4. The course for which the grade has been deleted from computation of the cumulative GPA does not count toward credits earned, but remains on the record as a course attempted.
5. The course repeat policy is retroactive to include any course taken at Finlandia University; however, the policy is activated only when exactly the same course is repeated.

- 6. The activation of the repeat policy for a course taken in a prior semester does not affect the academic standing for that semester. Academic standing in a prior semester can be changed only in the event of a grade reporting error.

Course Substitution Policy

Students with a legitimate case for a course substitution in the same discipline must submit a formal substitution request to the appropriate academic dean for approval and signature. Course substitution forms are available from academic deans or the University Registrar’s office. Completed substitution requests must be approved by the appropriate academic dean and filed with the University Registrar prior to applying for graduation.

Graduation

Application for Graduation

All students must apply for graduation to activate the degree audit procedure and appear on the official graduation candidate list. Graduation applications are available from the student’s academic advisor or the University Registrar. After the application is received, the University Registrar performs a degree audit to confirm eligibility for graduation.

Candidates for April/May or August graduation must apply by mid-November of the prior year; candidates for December graduation must apply by mid-March of the same year.

Commencement

Commencement is typically held on the last Sunday in April or the first Sunday in May. All students who will successfully complete their degree requirements by the end of the spring semester, and have applied for graduation, are generally eligible to participate in the spring commencement ceremony.

However, a student must demonstrate by mid-semester prior to spring commencement that their final cumulative GPA will be 2.00 or above, and no incomplete (I) grades may appear on the student’s transcript after April 1.

Associate degree students who have six (6) or less credits remaining to complete their degree, and will take those credits in the summer session immediately following the ceremony, may participate in spring commencement. Students must show proof of summer registration for the required courses.

Bachelor degree students who have two remaining program requirements at the 300/400 course level to complete their degree, and will fulfill those requirements in the summer session immediately following spring commencement, may participate in the spring commencement ceremony. Students must show proof of summer registration for the required courses.

Graduation Academic Honors

Graduation honors are determined by a student’s cumulative GPA at Finlandia University. To achieve graduation honors at the associate degree level, students must have earned a minimum of 30 credits at Finlandia University. To achieve graduation honors at the baccalaureate degree level, students must have earned a minimum of 60 credits at Finlandia University. Students who have completed the requirements for their degree at Finlandia University must meet the following cumulative GPA standards to earn the corresponding academic distinction:

Academic Honors Chart

GPA	Honors
3.50-3.69	cum laude
3.70-3.89	magna cum laude
3.90-4.00	summa cum laude

The specific academic honor, calculated at the end of the fall semester of the student’s graduation year, is included in the commencement program, and the distinction is displayed on the student’s graduation gown or cap. However, the final cumulative GPA determined after all grades are recorded is used to determine the specific honor that is included on the student’s transcript.

Transcript Requests

Students who want an official transcript of their Finlandia University academic record sent to a third party may complete a transcript request form available at the University Registrar’s office. All requests for transcripts must be submitted in writing to: University Registrar, Finlandia University, 601 Quincy Street, Hancock, MI 49930. Requests submitted by mail, fax, or in person must include the student’s signature, social security number or student ID number, full name while attending Finlandia University (including maiden name), birth date, years of attendance, and the exact address where the transcript should be sent. Transcript requests may be faxed to (906) 487-7509. Finlandia University does not accept transcript requests by e-mail.

There is no charge for the university to issue official transcripts to a third party. Typically, requests are fulfilled in three to five working days. If same-day or priority service is desired, a \$10 service charge applies, plus the cost of next day USPS air service, currently \$17.50, or USPS priority mail service, currently at the base rate of \$4.95. Anyone wishing to use UPS services should call the Finlandia University mailroom, (906) 487-7204, to inquire about the current cost. When requesting special mail services, please include with your request a credit card number, the expiration date, and the three-digit security code that appears on the back of the credit card.

Transcripts cannot be released if the student has an outstanding student account balance at Finlandia University, or if the student is in default on a Perkins Student Loan from Finlandia University.



Programs of Study

SUOMI COLLEGE OF ARTS & SCIENCES

Degree: Bachelor of Arts (B.A.)

Major: Liberal Studies

Disciplines:

English Language and Literature	Music
Religion & Philosophy	Science
History & Political Science	Christian Vocation
Psychology	Finnish Studies
Sociology	Environmental Studies
Communications	Student-proposed

Major: Liberal Studies: English

Major: Liberal Studies: Communications

Concentrations:

Journalism	Environmental Communications
Visual Communications	Management & Communications

Major: Liberal Studies: Psychology

Concentrations:

General Psychology	Alcohol & Drug Abuse
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Major: Liberal Studies: Social Sciences

Concentrations:

Sociology	International Studies
Psychology	Environmental Studies
History	Criminal Justice
History & Political Science	Student-proposed

Major: Liberal Studies: Criminal Justice

Concentrations:

Law Enforcement	General Criminal Justice
Corrections	

Major: Liberal Studies in ACE, an interdisciplinary honors program in Arts, Culture & the Environment

Degree: Bachelor of Arts (B.A.)

Major: Elementary Education

Minors:

English	Science
Mathematics	Social Studies

Minors available for all B.A. degrees

(except Elementary Education)

Christian Vocation	History & Political Science
Communications	International Studies
Corporate Communications	Music
Criminal Justice	Religion & Philosophy
Economics & Business	Psychology
English Language & Literature	Science
Environmental Studies	Sociology
Finnish Studies	Visual Communications
History	

SUOMI COLLEGE OF ARTS & SCIENCES (cont'd)

Degree: Associate in Applied Science (A.A.S.)

Major: Human Services

Major: Criminal Justice

Concentrations:

Law Enforcement	General Criminal Justice
Corrections	

Degree: Associate in General Studies (A.G.S.)

Major: General Studies

Concentrations: General Studies

Certificate: English as a Second Language (ESL)

COLLEGE OF HEALTH SCIENCES

Degree: Bachelor of Science (B.S.N.)

Major/Program: Nursing (traditional track)

Major/Program: RN-to-BSN Completion

Degree: Associate in Applied Science

Major: Physical Therapist Assistant

Major: Medical Assistant

Major: Radiography

Programs of Study

INTERNATIONAL SCHOOL OF ART & DESIGN

Degree: Bachelor of Fine Arts (B.F.A.)

Major: Art & Design

Concentrations:

Ceramic Design
Fiber/Fashion Design
Graphic Design/Digital Art
Interdisciplinary Design – Product/Interior/Sustainable
Studio Arts – Illustration/Drawing and Painting

SCHOOL OF BUSINESS

Degree: Bachelor of Business Administration (B.B.A.)

Major: Business Administration

Minors:

Accounting	Criminal Justice
Marketing	Sports Management
Management	

Degree Requirements

Students must satisfy the following to be recommended for a baccalaureate degree:

1. Complete a minimum of 120 credits (No more than 12 credits of music ensemble, music lessons, or drama courses may be applied toward graduation requirements.);
2. Complete at least 24 of the last 30 credits at Finlandia University immediately prior to graduation;
3. Complete at least 30 credits at the 300/400 level at Finlandia University;
4. Attain a minimum cumulative GPA of 2.00;
5. Complete an academic program approved by Finlandia University.

Students must satisfy the following to be recommended for an associate degree:

1. Complete a minimum of 60 credits (No more than 12 credits of music ensemble, music lessons, or drama courses may be applied toward graduation requirements.);
2. Complete at least 24 of the last 30 credits at Finlandia University immediately prior to graduation;
3. Attain a minimum cumulative GPA of 2.00;
4. Complete an academic program approved by Finlandia University.

Students must earn the total number of required credits to be granted a degree from Finlandia University.

Dual Degrees

To be granted a second bachelor's degree from Finlandia University in a different program, program requirements completed for the second bachelor's degree must total at least 36 credits beyond the credits completed for the first bachelor's degree. To be granted a second associate degree in a different program, program requirements completed for the second associate degree must total at least 24 credits beyond the credits completed for the first associate degree.

Degree Audit

Typically completed prior to graduation, the purpose of a degree audit is to confirm that all degree program requirements have been fulfilled. After students register for their final semester at Finlandia University, they should apply for both graduation and a degree audit.

To track progress fulfilling degree program requirements, Academic Progress Sheets for all programs are available at the University Registrar's office and in this publication. For each academic program, the progress sheet lists

course requirements on one side and suggested course sequence on the reverse. Each academic year, progress sheets are updated to reflect any program changes.

Students follow the progress sheet applicable to their year of entry into Finlandia University. Alternately, students may choose to follow program and degree requirements on a subsequent progress sheet. However, students may not combine requirements from progress sheets of different academic years. Students who interrupt their schooling at Finlandia University for more than one academic year forfeit the option to follow the Academic Progress Sheet of their original year of entry.

Course Code Prefixes

<u>Course Code</u>	<u>Subject Area</u>
ARD	Art & Design
BIO	Biology
BUS	Business Administration
CHM	Chemistry
CIS	Computer Information Systems
COM	Communications
CPT	Computer Technology
CRJ	Criminal Justice
DRM	Theater
ECN	Economics
EDU	Education
ENG	English
ENV	Environmental Studies
ESL	English as a Second Language
FNS	Finnish Studies
FRN	French
GEO	Geography
GRM	German
HIS	History
HMS	Human Services
HSC	Health Sciences
HUM	Humanities
JRN	Journalism
MAS	Medical Assistant
MAT	Mathematics
MUS	Music
NUR	Nursing
PHL	Philosophy
PHS	Physical Science
PLS	Political Science
PSY	Psychology
PTA	Physical Therapist Assistant
RAD	Radiography
REL	Religion
SOC	Sociology
SPN	Spanish
UNS	University Studies

Degree Requirements/General Education

Course Levels

<u>Levels</u>	<u>Descriptions</u>
000	Undesignated transfer electives that count toward degree requirements.
001-099	For credit courses that do not count toward degree requirements; grades are not included in GPA calculations.
100-198	Freshman level courses.
199	General education requirements fulfilled by transfer credit.
200-299	Sophomore level courses.
300-399	Junior level courses.
400-499	Senior level courses.

Students may not receive credit for a course that is a prerequisite for a course that has already been successfully completed.

General Education

Finlandia University’s General Education Program

Mission

The Higher Learning Commission of the North Central Association of Colleges and Schools has provided its members with a clear statement of its expectations for general education in North American colleges and universities. The North Central Association’s expectations include the following standards:

- Higher learning organizations clearly and publicly articulate the purposes, content, and intended learning outcomes of general education
- From an organization’s general education, a student acquires a breadth of knowledge in areas that the organization identifies as hallmarks of being college-educated
- Effective general education helps students gain competence in the exercise of intellectual inquiry
- Effective general education stimulates students’ examination and understanding of personal, social, and civic values

To meet the Commission’s expectations, as well as to foster an atmosphere of intellectual inquiry, the mission of the General Education program at Finlandia University is to provide a liberal arts basis that reflects its mission statement, identity, and commitment to the Finlandia Plan. The General Education program anticipates that educated individuals hold certain knowledge and skills essential to leading a productive

life. Therefore, communication, analytical skills, citizenship, critical and creative thinking, and cultural heritage and literacy are central to Finlandia University’s General Education program. Liberal arts courses prepare students to communicate effectively, think critically, solve problems, and appreciate intellectual activities.

We recognize at Finlandia University that students and teachers alike bear responsibility for the shape of the world future generations will inherit. General education, with its emphasis on creative approaches to problem solving, plays an important role in teaching students to meet the demands of today while preparing for the challenges of tomorrow. Many centuries ago, Aristotle wrote, “The activity of our intelligence constitutes complete happiness.” At Finlandia University, general education courses stimulate students’ intelligence and curiosity about who they are and their place in the world’s social and natural environment.

Purpose

Finlandia’s General Education program is divided into two parts: Finlandia Foundations and Finlandia Core. The purpose of Finlandia Foundation courses is to provide students with the basic skills all college students should acquire in their first year of study – English composition, math, science, and computer applications. These basic requirements are woven into a First Year Foundational sequence (i.e., courses students should complete during their first year of college in order to move on to upper division courses at the college level).

Foundational courses introduce students to a breadth of knowledge, skills, and information before they begin to specialize in their major programs of study. These first year foundation courses address the Communication and Analytical Skills components of the Finlandia Plan.

Woven into the Finlandia Foundations component is a Spiritual/Finnish Studies Foundation requirement that addresses Finlandia's commitment to spiritual growth and the university's identity as a Finnish-American institution. A single Religion/Finnish Studies requirement reflects a curricular commitment to Finlandia's mission and heritage. (Note: REL/FNS and computer application courses do not need to be completed during a student's first year of study.)

The purpose of the Finlandia Core is to address the remaining components of the Finlandia Plan: Citizenship, Critical and Creative Thinking, and Cultural Heritage and Literacy. Bachelor-level students will select two courses from each component while associate-level students will choose one course to complete each component. Courses used to fulfill the Core competencies must be outside of a student's discipline of study (i.e. a Business student may not take a BUS/ECN course to fulfill Core competency requirements).

Program Objectives

Faculty have identified five outcomes in the Finlandia Plan that every student graduating from Finlandia should demonstrate: Communication, Analytical Skills, Critical and Creative Thinking, Citizenship, and Cultural Heritage and Literacy. Finlandia Foundation courses address the first two of these outcomes, while Finlandia Core courses address the remaining three outcomes.

What follows are the Finlandia University General Education program objectives for each Finlandia Plan competency.

- Communication – Communicate with clarity and originality while adapting to complex and diverse situations
- Analytical Skills – Observe, infer, and draw relationships and conclusions using discipline-specific methods
- Citizenship – Ability to meet personal needs and the challenges of a multicultural society as a mature, adaptable citizen
- Critical and Creative Thinking – Create, integrate, and evaluate ideas across a range of contexts, cultures, and areas of knowledge

- Cultural Heritage and Literacy – Ability to understand and appreciate the humanities, natural and social sciences, and fine arts

Several assessments are used to determine students' mastery of General Education program objectives. Each course in the general education core has specific assessments to measure or test student learning. In addition, entering freshman take the CAAP Test (Collegiate Assessment of Academic Proficiency). At the freshman level, the CAAP provides information about incoming proficiencies in student writing, mathematics, and critical thinking skills. All students will take the CAAP upon completion of between 36 and 54 credits, including transfer students. These results are used by faculty advisors to assess student progress, and by faculty to revise curricula and assess educational effectiveness at Finlandia University.

General Education Completion Policy

Students must successfully complete the following Foundation courses during their first year of study: ENG 103, ENG 104, COM 108, and the math and science requirements. Students transferring to Finlandia University with more than 60 earned credits must complete any unfulfilled Finlandia Foundations requirements during their first two semesters of attendance. The Finlandia Core requirements must be successfully completed before graduation.

Baccalaureate-level General Education Requirements

Bachelor of Arts/Science/Business Administration/Fine Art

Finlandia Foundations

ENG 103	3
ENG 104	3
COM 108	2
MAT 130 or higher*	4
Science with Lab*	4
Computer Applications*	3
Religion or Finnish Studies	3

Total Foundation Credits: 22

Finlandia Core

Citizenship	6
Critical and Creative Thinking	6
Cultural Heritage and Literacy	6

Total Core Credits: 18

Total General Education Credits: 40

General Education

Bachelor of Science (College of Health Sciences)

Finlandia Foundations

ENG 103	3
ENG 104	3
MAT 130 or higher*	4
Science with Lab*	4
Computer Applications*	3
Religion or Finnish Studies	3
Total Foundation Credits:	20

Finlandia Core

Citizenship	6
(SOC 201 or above required)	
Critical and Creative Thinking	6
(PSY 201 or above required)	
Cultural Heritage and Literacy	6
Total Core Credits:	18

Total General Education Credits: 38

**As determined by degree program. Please see individual program Progress Sheets for program requirements.*

Associate-level General Education Requirements

Associate of Arts/Associate in Applied Science

Finlandia Foundations

ENG 103	3
ENG 104	3
COM 108	2
MAT 130 or higher*	4
Science with Lab*	4
Religion or Finnish Studies	3
Total Foundation Credits:	19

Finlandia Core

Citizenship	3
Critical and Creative Thinking	3
Cultural Heritage and Literacy	3
Total Core Credits:	9

Total General Education Credits: 28

Associate in Applied Science (College of Health Sciences)

Finlandia Foundations

ENG 103	3
ENG 104	3
MAT 130 or higher*	4
Science with Lab*	4
Computer Applications*	3
Religion or Finnish Studies	3
Total Foundation Credits:	20

Finlandia Core

Critical and Creative Thinking	3
(PSY201 required)	
Cultural Heritage and Literacy	3
(PHL 212 required)	

Total Core Credits: 6

Total General Education Credits: 26

**As determined by degree program. Please see individual program Progress Sheets for program requirements.*

Finlandia Core Courses

The following are the course options for the three Finlandia Core competencies.

Critical and Creative Thinking

- Create, integrate, and evaluate ideas across a range of contexts, cultures, and areas of knowledge
- Incorporate strong critical and creative thinking skills through discovery, analysis, and application of knowledge

ARD 100 Introduction to Visual Plastic Materials

ARD 124 Ceramic Design I

ARD 126 Sustainable Design Systems

ARD 127 Digital Imagery

ARD 205 Weaving & Off-Loom Structures

ARD 211 Noetic Skills (2)

ARD 224 Ceramic Design II

BUS 346 Advertising

BUS 371 Principles of Management

COM 282 Web Design I

COM 288 Rhetoric and Persuasion

ENG 219 Creative Writing

ENG 323 Advanced Writing

ENG 350 Topics in Literature or English

ENV/HUM 202 Introduction to Environmental Studies

HUM 301 Contemporary Voices in Science

MUS 125 Music Theory I

MUS 225 Music Theory II

PHL 251 Critical Thinking

PHL 302 Great Voices in Philosophy

PHL 350 Topics in Philosophy

PHL 401 Philosophy and the Environment

PSY 201 General Psychology

PSY 340 Abnormal Psychology

PSY/SOC 353 Research Methods

PSY/SOC 354 Quant. Analysis in the Social Sciences

REL 200 Introduction to the Bible

REL 201 Introduction to the Bible – Old Testament

REL 202 Introduction to the Bible – New Testament

SOC 350 Topics in Sociology

Citizenship

- Ability to meet personal needs and the challenges of a multicultural society as a mature, adaptable citizen

ARD 370 Human Factors and Ergonomics
BUS 138 Fundamentals of Business
BUS 212 Business Ethics
BUS 235 Leadership and Team Skills
BUS 388 International Business
COM 101 Introduction to Communications
COM 108 Fundamentals of Public Speaking (2)
COM 267 Interpersonal Communications
COM 322 Communication, Culture and Community
COM 371 Communications and the Environment
CPT 202 Digital Applications and Technologies
CRJ 101 Introduction to Criminal Justice
CRJ 250 Special Topics in Criminal Justice
DRM 113/114 Theater Production
ECN 231 Microeconomics
ECN 232 Macroeconomics
ECN 331 Global Economy
EDU 101 Foundations of Education
ENV 213 Outdoor Recreation and Leadership (2)
GEO 201 World Regional Geography
GEO 202 Geography of North America
HIS 211 History of the United States to 1865
HIS 212 History of the United States since 1865
HMS 111 Introduction to Human Services
HMS 270 Substance Abuse
HSC 200 Nutrition and Health
JRN 201 News Reporting and Writing
JRN 205 News Editing
PHL 201 Introduction to Philosophy
PHL 212 Ethics: Classical Theories and Contemporary Issues
PLS 221 American Government
PLS 364 International Relations
REL/SOC 230 Servant Leadership
REL/SOC 237 Service Learning in Local Context
PSY 343 Growth and Development of Child/Adolescent
PSY 344 Psychology of Adulthood and Aging
SOC 201 General Sociology
SOC 205 Juvenile Delinquency
SOC 254 Social Problems
SOC 346 Rural Sociology

Cultural Heritage and Literacy

- Ability to understand and appreciate the humanities, natural and social sciences, and fine arts
- Acquire a breadth of knowledge in the social sciences, humanities, and natural sciences

COM 201 Survey of Mass Communication
ENG 233 Survey of American Literature
ENG 243 Survey of English Literature
ENG 291 Film as Art
ENG 320 Survey of the English Language
ENG 322 Children's Literature
ENG 332 Great Books of the United States
ENG 403 Cultures in Conflict
FNS 321 History and Culture of Finland
HIS 103 History of Art I
HIS 203 History of Art II
HIS 205 World Civilizations
HIS 206 World Civilizations II
HIS 303 History of Art III
HIS 406 History of Design
HUM 101 Introduction to Liberal Studies
HUM 310 Turning Points in History
MUS 121 Music Appreciation I
MUS 122 Music Appreciation II
NUR 309 Spirituality in Health Care (2)
NUR 301 Finlandia Connection
REL 301 World Religions
PSY 380 History and Systems
SOC 263 Human Relations and Diversity
Any Foreign Language Course

Suomi College of Arts & Sciences (SCAS)

Dean

Judith Budd, Professor, Science, Ph.D.

Assistant Dean

Christine O'Neil, Assistant Professor, Social Sciences, Ph.D.

Faculty

Lauri Anderson, Professor, Language and Literature, M.A.

Sherry Blust, Professor, Mathematics, M.S.

Judith Budd, Professor, Science, Ph.D.

Peter Gundersen, Associate Professor, Religion and Philosophy, M. Div.

Philip Johnson, President, Finlandia University, Religion and Philosophy, M.Div., Ph.D.

René Johnson, Assistant Professor, Religion and Philosophy, Director of Servant Leadership, M.A.

Ann Kemppainen, Professor, Science, Ph.D.

Dolores Kilpela, Assistant Professor, Criminal Justice, M.A.

Timo Koskinen, Associate Professor, Language and Literature, M.A.

Daniel Maki, Associate Professor, Social Sciences, M.A.

Diane Miller, Assistant Professor, Language and Literature, Ph.D.

Christine O'Neil, Assistant Professor, Social Sciences, Ph.D.

Jason Oyadomari, Assistant Professor, Science, Ph.D.

Justus Randolph, Assistant Professor, Elementary Education, Ph.D.

Kaisa Randolph, Instructor, Finnish Studies and ESL, M.A.

Jeanne Rellahan, Professor, Social Sciences, Ph.D.

Suzanne Van Dam, Assistant Professor, Language and Literature, M.A., M.F.A.

Laurene Ziegler, Chair and Professor, Elementary Education, Ph.D.

Purpose

The Suomi College of Arts & Sciences (SCAS) offers eight bachelor of arts (B.A.) degree programs: Liberal Studies; Liberal Studies: English; Liberal Studies: Communications; Liberal Studies: Psychology; Liberal Studies: Social Sciences; Liberal Studies: Arts, Culture & Environment (ACE) Honors Program; Liberal Studies: Criminal Justice; and Elementary Education. The College hosts three associate degree programs: an associate of arts (A.A.) in General Studies (including an English as a Second Language (ESL) certificate

program); and associates of applied science (A.A.S.) in Criminal Justice and Human Services. SCAS degree programs provide knowledge in diverse areas such as English, the natural sciences, history, political science, psychology, sociology, elementary education, human services, and criminal justice. All of the SCAS degree programs stimulate curiosity, exercise critical thinking, and develop communication skills. The programs promote academic development in a variety of fields and prepare students for graduate programs, including law school, and careers that demand critical thinking and excellent written and oral communication skills.

Liberal Studies B.A.

The Liberal Studies B.A. program is designed for students who have many interests and want maximum flexibility in course selection. Instead of majoring in one particular field, Liberal Studies students select two or three academic disciplines on which to focus. Students who have earned an abundance of college credits but have not yet earned a bachelor's degree are also good candidates for the Liberal Studies program.

Liberal Studies B.A.: Communications

The Communications major is designed to provide students with an enhanced understanding of how people create meaning. Students learn proficiency in persuasion, critical analysis, and oral, written, and visual literacies, and they become aware of how communication—both theoretically and practically—creates individual and collective cultural realities and informs citizenship.

Liberal Studies B.A.: Criminal Justice

Finlandia's four year Criminal Justice major is an interdisciplinary program of study featuring courses in criminal justice, psychology, and the humanities and social sciences. Students majoring in Criminal Justice choose one of two academic tracks involving either law enforcement or corrections. The program emphasizes both theoretical studies and applied knowledge in the field, enabling students to evaluate complex societal issues from a diversity of perspectives. Students graduating with a four-year degree in criminal justice are prepared for variety of careers, including those related to law enforcement, crime prevention, and corrections.

Liberal Studies B.A.: English

The English major acquaints students with the varied and important contributions that language and literature make to society. English majors explore literature from various cultures, practice creative writing, and engage in critical examination of film. Further, selected classes help the student apply English skills to journalism, web page

design, and theatre production. The English major prepares students to work in positions that range from a traditional focus on writing, editing, grant production, and the arts, to positions in education, business, government, and social services. The English major is also excellent preparation for graduate school.

Liberal Studies B.A.: Psychology

Students majoring in psychology study human behavior and the human mind. In addition to social services jobs, psychology graduates are prepared for work in community mental health centers, vocational rehabilitation offices, and correctional programs. The program emphasizes on the development of communication and interpersonal skills may also lead to career opportunities in fields such as marketing, case management, and government welfare agencies.

Liberal Studies B.A.: Social Sciences

The Social Sciences major provides students with an interdisciplinary understanding of human society and promotes awareness of human experience, societies, and cultures. The Social Sciences degree lays a foundation for understanding and evaluating, from a diversity of perspectives, the critical issues facing contemporary society. Students select one or two major areas of concentration from the disciplines of sociology, history, geography, political science, psychology, international studies, criminal justice, and environmental policy.

Liberal Studies B.A.: Honors Program in Arts, Culture & the Environment (ACE)

The ACE Honors program is focused on three related disciplines: Arts, Culture, and Environment. ACE Honors students will study history, literature, science, religion, and the arts to gain a greater understanding of humanity and our relationship with the natural world. Students learn to interpret literature, conduct scientific experiments, analyze data, engage in public debate, and defend complex arguments. They may also study abroad, create art, coordinate a community event, or lead an environmental restoration project. It takes a unique and dedicated student to excel in multiple academic fields. To earn honors credit, ACE students must maintain a GPA of 3.0 or above and complete honors-level work in a minimum of six major classes approved by the ACE advisor.

Elementary Education B.A.

The Elementary Education program prepares students for teaching careers in elementary and middle school classrooms (grades K-8). Finlandia University's Elementary Education program has been granted preliminary approval

from state and regional accrediting organizations, and is in the process of seeking probationary approval leading to the program's full accreditation.

Human Services A.A.S.

The Human Services program prepares students to work with people in all stages of human development. Finlandia students learn counseling techniques and methods for appropriate intervention. Students learn to identify problems, create and maintain relationships with others, explore methods of prevention for individuals and groups, and begin to network with social services agencies.

Criminal Justice A.A.S.

The Criminal Justice program prepares students for careers in the law enforcement and corrections fields by providing a combination of theoretical foundations and practical experiences. The Criminal Justice curriculum includes classroom and laboratory instruction and the use of security equipment. Courses cover methods of investigation, the use of evidence in courtrooms, and related subjects.

General Studies A.G.S.

The associate degree in General Studies is designed for students who want to complete a two-year college degree without concentrating in a particular area. The program offers flexibility to the person seeking to obtain a better job or qualify for certain entry-level positions. The associate degree in General Studies is also intended for international students who require an English as a Second Language program to prepare for bachelor degree studies.

English as a Second Language Certificate Program (ESL)

Finlandia's ESL Certificate program is for students whose first language is not English. Emphasis is placed on "real life" English learning through interactions with people on campus and in the local community. The typical ESL program lasts one year, with students taking three core ESL classes plus one regular university course each semester.

With approval of the international student advisor, the program of study may be adjusted to meet a student's individual language needs. Coursework in reading, writing, speaking, and grammar is integrated with computer work, one-on-one tutoring, conversation partners, and cultural experiences. Students will also receive help studying for the TOEFL exam. The goal of Finlandia's ESL program is to teach English for academic success so students can successfully pursue a bachelor's degree at Finlandia or another North American university.

A GPA of 2.5 is required to receive a certificate from the ESL program. Finlandia University provides continued language support to international students who continue their studies at Finlandia; for students who wish to continue their studies at another university, Finlandia will assist with the transfer process.

Learning Outcomes

Liberal Studies (B.A.)

Liberal Studies graduates will be able to do the following:

1. Clearly express ideas and concepts through written, verbal, and technological communication skills.
2. Incorporate strong critical thinking skills through discovery, analysis, and application of knowledge.
3. Utilize effective problem solving skills using the scientific method, logic, creative thought processes, and interpersonal skills.
4. Acquire a breadth of knowledge in the social sciences, humanities, and natural sciences.
5. Acquire a depth of knowledge in chosen fields of study with support from practical experiences outside of the classroom.

Liberal Studies: English (B.A.)

Liberal Studies: English graduates will be able to do the following:

1. Use creative and analytical skills to effectively generate, develop, and express ideas, orally and in writing.
2. Develop broad knowledge of, and critical appreciation for, the thought and written expressions of many literary periods and genres.
3. Understand the reciprocal relationships among society, culture, and literature, and recognize the influence of those relationships on modern life.
4. Use skills gained as an English major to acquire deeper knowledge of chosen concentrations of study in natural science, the arts, social science, and humanities.
5. Demonstrate enhanced critical thinking skills.

Liberal Studies: Communications (B.A.)

Liberal Studies: Communications graduates will be able to do the following:

1. Model and develop written and oral rhetorical strategies.
2. Understand basic communication competencies, applying known means to knowledge bases.
3. Analyze a variety of oral, written, and visual messages as critical consumers of messages and skillful makers of effective messages.

4. Understand that communication is critical to the development of citizenship.
5. Build and expand on traditional and popular literacies while analyzing the varied ways in which humans derive and convey meaning.

Liberal Studies: Psychology (B.A.)

Liberal Studies: Psychology graduates will be able to do the following:

1. Develop effective communication skills to establish and maintain relationships with peers, clients, and supervisors.
2. Understand socio-economic factors and cultural influences that impact client behavior.
3. Understand the principles of ethical decision making.
4. Integrate and evaluate ideas across socioeconomic, racial, and cultural spectra.
5. Understand the basic skills of interpersonal counseling.
6. Understand human psychological development, assessment and evaluation, behavior modification, interviewing, and clinical psychology.
7. Make observations, inferences, determine relationships, and draw conclusions in the preparation of psychological reports.
8. Become familiar with community, state, and federal agencies that aid individuals with mental health and disability needs.

Liberal Studies: Social Sciences (B.A.)

Liberal Studies: Social Sciences graduates will be able to do the following:

1. Demonstrate an understanding of political, economic, social, and historical trends, both nationally and globally.
2. Demonstrate an understanding of the diverse global community and how it is impacted by history, geography, economics, culture, and politics.
3. Identify the role that culture and society play in determining what it means to be a social being.
4. Understand the distinctive methods and theoretical perspectives of social science disciplines.
5. Identify and analyze various approaches to the social science disciplines and conceptualize the linkages among them.
6. Demonstrate enhanced critical thinking skills.
7. Understand how the social sciences contribute to knowledge and answer some of life's more important questions.

Liberal Studies: Criminal Justice (B.A.)

Liberal Studies: Criminal Justice graduates will be able to do the following:

1. Serve in a variety of work settings related to the field of law enforcement and corrections.
2. Demonstrate effective communication skills in order to foster and maintain relationships with peers, clients, and supervisors.
3. Understand socio-economic factors and cultural influences that impact criminal behavior.
4. Understand the principles of ethical decision making.
5. Demonstrate baccalaureate-level expertise in criminology, juvenile delinquency, criminal law and procedures, abnormal psychology, police operations, and corrections.
6. Make observations, inferences, determine relationships, and draw conclusions in the preparation of criminal justice reports.

Arts, Culture & Environment – ACE Honors Program (B.A.)

ACE Honors program graduates will be able to do the following:

1. Articulate the historical, cultural, literary, artistic, and/or religious paradigms out of which a major work of art is produced.
2. Demonstrate an awareness of major environmental concerns, both globally and regionally.
3. Communicate effectively using written, verbal, and technological means.
4. Think creatively and critically, and consider the ethical implications of decisions.
5. Identify, research, and analyze complex problems using a multi-disciplinary approach to detect missing information, evaluate truth claims, make hypotheses, arrive at workable solutions, and communicate results in a culturally sensitive manner.

Elementary Education (B.A.)

Elementary Education graduates will be able to do the following:

1. Understand and appreciate the liberal arts (the humanities, social sciences, mathematical and natural sciences, and the arts).
2. Understand and make a commitment to student learning and achievement.
3. Demonstrate knowledge of both the assigned subject areas and the teaching of those subject areas.
4. Demonstrate an ability to manage and monitor student learning.

5. Demonstrate an ability to systematically organize teaching practices and to learn from experience.
6. Demonstrate a commitment to participation in learning communities.
7. Demonstrate an ability to use information technology to enhance learning and personal and professional productivity.

Human Services (A.A.S.)

Human Services graduates will be able to do the following:

1. Communicate effectively to develop, build, and maintain relationships with peers, clients, and supervisors.
2. Select appropriate modes of communication, including verbal, non-verbal, written, and electronic approaches.
3. Observe, infer, determine relationships, and draw conclusions using evidence-based practice skills and appropriate technology.
4. Use ethical decision-making skills, referencing National Organization of Human Services (NOHS) ethical standards.
5. Create, integrate, and evaluate ideas across a range of contexts, cultures, and areas of knowledge as applied to human services issues.
6. Recognize and appreciate the differences and similarities in the varied cultural and personal approaches to life.

Criminal Justice (A.A.S.)

Criminal Justice graduates will be able to do the following:

1. Communicate with clarity and originality using interviewing and interrogation skills to effectively deal with victims and suspects, and when testifying in a court of law.
2. Write technical reports using appropriate language.
3. Observe, infer, determine relationships, and draw conclusions regarding how laws are written and their impact on the rights of individuals and society.
4. Apply investigative techniques, logic, and critical thinking skills to bring a case to its logical conclusion.
5. Function in a multicultural society as a mature, adaptable citizen, while meeting the needs and challenges of clients and communities.
6. Create, integrate, and evaluate ideas across a range of disciplines, including sociology, politics, and science, among others.

Suomi College of Arts & Sciences

General Studies (A.G.S.)

General Studies graduates will be able to do the following:

1. Research, write, and communicate with clarity using written, verbal, and technological communication skills.
2. Critically examine complex problems and analyze potential solutions.
3. Perform basic computation and problem solving.
4. Recognize connections among the diverse populations inherent in a multicultural world.

Program Requirements

Elementary Education (B.A.)

Students will be integrated into an elementary or middle school classroom setting beginning with three hours per week for one semester in the second year of the program, continuing with one entire day per week for the entire junior year, three hours per week in a field experience during the first semester of the senior year, and concluding in the senior year with a 15-week student teaching internship. To qualify for the senior year student teaching internship, students must meet the following criteria:

1. Acceptance into the Elementary Education program.
2. Completion of the student teaching application form.
3. A minimum cumulative overall GPA of 2.70.
4. A minimum professional education GPA of 3.00.
5. A minimum minor area GPA of 2.70.
6. A minimum grade of "C" in all Elementary Education courses.
7. Notification of approval of the Elementary Education Committee.
8. Completion of all general education courses, professional education courses, and minor courses.

Career Opportunities

Liberal Studies and ACE program (B.A.) graduates are qualified to pursue careers in the following fields.

Advertising, Marketing, and Sales (Corporate Communications, Economics and Business, International Studies, English Language and Literature, Visual Communications)

Account Coordinator/Director	Market Analyst
Account Representative/Specialist	Media Planner/Specialist
Advertising Director	Print Production Manager
Art Director	Production Assistant
Campaign Developer	Promotion Manager
Consumer Affairs Specialist	Publicist
Copy Editor or Writer	Research Assistant

Creative Director
Editor
Event Coordinator
Graphic Artist

Sales Assistant
Sales Representative
Spokesperson
Travel Specialist

Education (Christian Vocation, Finnish Studies, History and Political Science, International Studies, English Language and Literature, Psychology, Sociology, Religion and Philosophy, Science, Visual Communications)

Academic Advisor	Overseas Development Educator
Career Advisor	Online Computer Instructor
Assistant Librarian	Private School Instructor
Community College Teacher (Adv deg)	Professional Tutor
Educational Lobbyist	Recreational Center Educator
Educational Policy Analyst	Religious Organization Tutor
Education Research Assistant	University Professor (Adv deg)
Employee Development Specialist	Vocational Institution Instructor
Museum Educator/Interpreter	

Public Relations (Corporate Communications, English Language and Literature, International Studies, Visual Communications)

Admissions Counselor	Independent Public Relations Executive
Alumni Relations Coordinator	Intercultural Communication Specialist
Business Development Mgr.	International Student Affairs Officer
Charitable Org. Communications	Investor Relations Officer
Civic Affairs Coordinator	Labor Union Representative
Communications Specialist	Patient Advocate
Community Affairs Coordinator	Press Secretary
Community Relations Specialist	Private Foundation Representative
Consumer Affairs Specialist	Professional Assoc. Event Coordinator
Cooperative Education Coordinator	Promotional Campaigner
Copy Editor or Writer	Public Information Officer
Corporate Communicator	Public Relations Assistant/Writer
Corporate Media Coordinator	Research Assistant
Government Relations Officer	Officer Spokesperson
Development Officer	Staff Writer
Foreign Service Officer	Volunteer Coordinator
Foreign Service Counselor	

Media (Corporate Communications, International Studies, English Language and Literature, History and Political Science, Psychology, Sociology, Religion and Philosophy, Visual Communications)

Acquisition Editor	Graphics Coordinator
Announcer	International News Editor
Art Director	Investigative Reporter
Assignment Editor	Journalist
Assistant Editor	Literary Agent
Associate Editor	Managing Editor
Audiovisual Creator	Media Resource Coordinator
Author	News Editor or Writer
Book Editor	Photojournalist
Bureau Reporter	Production Editor/Assistant
Business Editor/Publisher	Public Service Director
Columnist	Radio Production Assistant
Copy Editor or Writer	Religion Editor

Correspondent Reporter	Scriptwriter
Critic Researcher	Staff Writer
Editorial Assistant or Writer	Story Editor
Electronic Publishing Specialist	Syndicated Columnist
External Publications Editor	Technical Writer
Feature Writer	TV Production Assistant
Foreign Affairs Editor	Writer
Freelance Writer	

Liberal Studies: English, Communications, Psychology, Criminal Justice, Social Sciences, and ACE (B.A.) graduates are also prepared for graduate degree programs.

Master of Arts	Master of Science
Master of Business Admin.	Master of Theology
Master of Education	Doctor of Philosophy
Master of Liberal Studies	Juris Doctor
Master of Divinity	

Liberal Studies: Psychology (B.A.) graduates are also prepared for the following careers.

Case Manager	Psychiatric Technician
Career Counselor	Substance Abuse Counselor
Rehabilitation Specialist	

Liberal Studies: Communications (B.A.) graduates are also prepared for the following careers.

Corporate Training	Public Administration
Human Resources	Public Relations, Advertising
Journalism	Publications
Marketing	Research and Development

Liberal Studies: Criminal Justice (B.A.) graduates may also pursue the following careers.

Crisis Intervention Specialist	Police Crisis Center Supervisor
City or State Police Officer	Police Supervisory Worker
Executive Protector	Probation Officer
Juvenile Probation Officer	Sheriff's Department Officer
Parole Officer	Truancy Officer

Liberal Studies: ACE (B.A.) graduates are also prepared for environmental, and parks and recreation careers.

Community Coordinator	National Park Ranger
DNR Representative	Parks and Recreation Coordinator
Eco-Tour Operator	Sports/Outdoor Writer
Environmental Educator	Tourist Business Manager
Forest Service Officer	

Elementary Education (B.A.) graduates are qualified to pursue the following careers.

Elementary School Teacher (Grades K-6)
Middle School Teacher (Grades 7, 8)

Human Services (A.A.S.) graduates are qualified to pursue the following careers.

Adolescent Residential Counselor
Domestic Violence Counselor
Alcohol and/or Drug Abuse Counselor
Career Counselor
Gerontology Counselor
Hotline Trainer or Supervisor
Community Outreach Worker
Residential Counselor
Corrections Counselor
Women's Center Coordinator
Crisis Intervention Counselor

Criminal Justice (A.A.S.) graduates are qualified to pursue the following careers.

City Police Officer	Parole Officer
Executive Protector	Prison Guard
Jailer	Private Security Guard
Sheriff's Department Officer	Probation Officer
State Police Officer	

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Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES - MINORS 2009-2010

Below is a comprehensive list of minors and their requirements. For many of the bachelor of arts Liberal Studies degrees, students are required to choose one or more minors.

CHRISTIAN VOCATION

REL 200	Introduction to the Bible	3
REL 205	Spiritual Formation	3
REL 230	Servant Leadership	3
REL 303	History of Christianity	3
REL 341	Christian Thought	3
REL 381	CV Contemporary Challenges	3
REL 420	Biblical Topics in Vocation	3
REL 445	Readings in Spirituality	3

24 CREDITS

ENVIRONMENTAL STUDIES

BIO 113	Organismal Biology	4
BIO 300 OR	Ecology and the Environment OR	4
PHS 301	Integrated Science	4
CHM 121	Chemistry and Society	4
ENV 201	Intro. to Environmental Studies	3
ENV 401	Environmental Science	3
HUM 301	Contemporary Voices in Science	3

21 CREDITS

COMMUNICATIONS

COM 101	Introduction to Communications	3
COM 201	Survey of Mass Communications	3
COM 288	Rhetoric and Persuasion	3
COM 322	Communication, Culture, and Community	3
COM 350	Special Topics in Communications	3
COM 375	Research in Communication	3
COM ____	Communications Elective	3

21 CREDITS

FINNISH STUDIES

Choose any 21 credits in Finnish Studies.

21 CREDITS

HISTORY

Choose any 21 credits in History or FNS 321, HUM 201, or HUM 310.

FNS 321	History and Culture of Finland	3
HIS 103	History of Art I	3
HIS 203	History of Art II	3
HIS 211	History of U.S. to 1865	3
HIS 212	History of U.S. since 1865	3
HIS 303	History of Art III	3
HIS 350	Topics in History	3
HUM 201	History of Science	3
HUM 310	Turning Points in History	3

21 CREDITS

CORPORATE COMMUNICATIONS

BUS 240	e-Business	3
BUS 345	Principles of Marketing	3
BUS 346	Advertising and Sales Management	3
BUS 371	Principles of Management	3
BUS 447	Marketing for Small Business	3
BUS 386	Organizational Communication/Behavior	3
COM 101	Introduction to Communications	3
COM 201	Survey of Mass Communications	3

21 CREDITS

HISTORY AND POLITICAL SCIENCE

FNS 321	History and Culture of Finland	3
HIS 211	History of U.S. to 1865	3
HIS 212	History of U.S. since 1865	3
HUM 310	Turning Points in History	3
PLS 221	American Government	3
PLS 364	International Relations	3
REL 301	World Religions	3

21 CREDITS

CRIMINAL JUSTICE

CRJ 101	Introduction to Criminal Justice	3
CRJ 201	Criminal Investigations I	3
CRJ 205	Criminal Law	3
CRJ 208	Criminal Procedures	3
CRJ ____	Criminal Justice Elective	3
CRJ ____	Criminal Justice Elective	3
SOC 312	Criminology	3

21 CREDITS

INTERNATIONAL STUDIES

ECN 232	Macroeconomics	3
ENG 403	Cultures in Conflict	3
FNS 321	History and Culture of Finland	3
GEO 201	World Regional Geography	3
GEO 202	Geography of North America	3
PLS 221	American Government	3
PLS 364	International Relations	3

21 CREDITS

ECONOMICS AND BUSINESS

BUS 138	Fund. of Business	3
BUS 345	Principles of Marketing	3
BUS 371	Principles of Management	3
ECN 231	Microeconomics	3
ECN 232	Macroeconomics	3
ECN 331	Global Economy	3
ECN 351	Managerial Economics	3

21 CREDITS

MUSIC

MUS 121	Music Appreciation (U.S.)	3
MUS 122	Music Appreciation (Classical)	3
MUS 125	Music Theory I	2
MUS 131	Piano I	1
MUS 132	Piano II	1
MUS 225	Music Theory II	2
MUS 227	Sight Singing and Ear Training	2
MUS ____	Music Electives	7

21 CREDITS

ENGLISH LANGUAGE AND LITERATURE

ENG 233	Survey of American Literature	3
ENG 243	Survey of English Literature	3
ENG 323	Advanced Writing	3
ENG 403	Cultures in Conflict	3
ENG ____	English Elective	3
ENG ____	English Elective	3
ENG ____	English Elective	3

21 CREDITS

RELIGION AND PHILOSOPHY

Choose any 21 credits in Religion and Philosophy.

21 CREDITS

Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES - MINORS 2009-2010 (CONT'D)

Below is a comprehensive list of minors and their requirements. For many of the bachelor of arts Liberal Studies degrees, students are required to choose one or more minors.

<u>PSYCHOLOGY</u>		<u>21 CREDITS</u>	<u>SOCIOLOGY</u>		<u>21 CREDITS</u>
PSY 201	General Psychology	3	SOC 201	General Sociology	3
PSY 271	Interview and Counseling Techniques	3	SOC 353	Research Methods	3
PSY 340	Abnormal Psychology	3	SOC 372	Social Theory	3
PSY 343 OR	Growth and Dev. of Child/Adolescents OR	3	SOC _____	Sociology Elective	3
PSY 344	Psych. of Adulthood and Aging	3	SOC _____	Sociology Elective	3
PSY 380	History and Systems	3	SOC _____	Sociology Elective	3
PSY _____	Psychology Elective	3	SOC _____	Sociology Elective	3
SOC 372	Social Theory	3			
<u>SCIENCE</u>		<u>24 CREDITS</u>	<u>VISUAL COMMUNICATIONS</u>		<u>24 CREDITS</u>
BIO 113	Organismal Biology	4	ARD 173	Color and Composition	3
BIO 300	Ecology and the Environment	4	ARD 223	Digital Art Studio I	3
CHM 121	Chemistry and Society	4	ARD 227	Publications I	3
PHS 112	Intro. to Earth Science	4	ARD 327	Graphic Design	3
PHS 212	Concepts in Physics	4	ARD 427	Publications II	3
PHS 301	Integrated Science	4	COM 282	Web Design I	3
			COM 382	Web Design II	3
			HIS _____	Choose one Art History course	3



BACHELOR OF ARTS - LIBERAL STUDIES - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS (40)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*COM 108	Fundamentals of Public Speaking	3
*MAT 140 (or higher)	Intermediate Algebra	4
*Science	Science and Lab	4
REL/FNS	Religion or Finnish Studies	3
CPT 202 (or higher)	Digital Applications	3

+ Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

LIBERAL STUDIES PROGRAM REQUIREMENTS (81)

Liberal Studies is an inter-disciplinary program that is built on the liberal arts general education program. Students choose two or three disciplines from those listed below. Students are encouraged to propose creative, interdisciplinary areas of study or traditional liberal studies fields, with emphasis on special topics courses and independent work to unify the theme. Students should work with their advisors to develop individual concentrations. At least one discipline in a student's program must be completed with courses at Finlandia University. At least 45 credits must be at the 300-level or higher.

DISCIPLINE I (21-24)

DISCIPLINE II (21-24)

DISCIPLINE III, MINOR, AND/OR OPEN ELECTIVES (30-36)

SENIOR CAPSTONE PROJECT (3)

HUM 499	Senior Capstone Project	3
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TOTAL CREDITS: (121)

LIBERAL STUDIES DISCIPLINES

Choose 2 or 3 disciplines from the following:

ENGLISH LANGUAGE AND LITERATURE (21)

ENG 233	Survey of American Literature	3
ENG 243	Survey of English Literature	3
ENG 323	Advanced Writing	3
ENG 403	Cultures in Conflict	3
ENG _____	English Elective	3
ENG _____	English Elective	3
ENG _____	English Elective	3

RELIGION AND PHILOSOPHY (21)

Choose any 21 credits in Religion and Philosophy.

HISTORY AND POLITICAL SCIENCE (21)

Choose any 21 credits in History and Political Science, or FNS 321, REL 301, or HUM 310.

COMMUNICATIONS (21)

COM 101	Introduction to Communications	3
COM 201	Survey of Mass Communications	3
COM 288	Rhetoric and Persuasion	3
COM 322	Communication, Culture, and Community	3
COM 350	Special Topics in Communications	3
COM 375	Research in Communication	3
COM _____	Communications Elective	3

FINNISH STUDIES (21)

Choose any 21 credits in Finnish Studies.

PSYCHOLOGY (21)

PSY 201	General Psychology	3
PSY 271	Interview and Counseling Techniques	3
PSY 340	Abnormal Psychology	3
PSY 343 OR	Growth and Dev. of Child/Adolescents OR	3
PSY 344	Psych. of Adulthood and Aging	3
PSY 380	History and Systems	3
PSY _____	Psychology Elective	3
SOC 372	Social Theory	3

SOCIOLOGY (21)

SOC 201	General Sociology	3
SOC 353	Research Methods	3
SOC 372	Social Theory	3
SOC _____	Sociology Elective	3
SOC _____	Sociology Elective	3
SOC _____	Sociology Elective	3
SOC _____	Sociology Elective	3

CHRISTIAN VOCATION (21)

REL 200	Introduction to the Bible	3
REL 205	Spiritual Formation	3
REL 230	Servant Leadership	3
REL 303	History of Christianity	3
REL 341	Christian Thought	3
REL 381	Contemporary Challenges	3
REL 420	Biblical Topics in Vocation	3
REL 445	Readings in Spirituality	3

Note: One course can be applied to the General Education Religion requirement.

SCIENCE (24)

BIO 113	Organismal Biology	4
BIO 300	Ecology and the Environment	4
CHM 121	Chemistry and Society	4
PHS 112	Introduction to Earth Science	4
PHS 212	Concepts in Physics	4
PHS 301	Integrated Science	4

MUSIC (21)

MUS 121	Music Appreciation (U.S.)	3
MUS 122	Music Appreciation (Classical)	3
MUS 125	Music Theory I	2
MUS 131	Piano I	1
MUS 132	Piano II	1
MUS 225	Music Theory II	2
MUS 227	Sight Singing and Ear Training	2
MUS _____	Music Electives	7

ENVIRONMENTAL STUDIES (21)

BIO 113	Organismal Biology	4
BIO 300 OR	Ecology and the Environment OR	4
PHS 301	Integrated Science	4
CHM 121	Chemistry and Society	4
ENV 201	Intro. to Environmental Studies	3
ENV 401	Environmental Science	3
HUM 301	Contemporary Voices in Science	3

STUDENT PROPOSED (21)

A student may propose a course of study that is not offered at Finlandia University via courses taken at Finlandia, or at another college or university, or through experiential learning. The proposed course of study could consist of material in a single discipline or an interdisciplinary topic. The dean of the Suomi College of Arts & Sciences must approve all proposed plans.

NOTE: Minors are available. Please see the Finlandia University academic catalog for requirements.

*ENG 104 3 _____ * Must be successfully completed before taking 300/400-level courses.

TOTAL CREDITS:

BACHELOR OF ARTS - LIBERAL STUDIES: ENGLISH - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(40)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*COM 108	Fundamentals of Public Speaking	2
*MAT 140 (or higher)	Intermediate Algebra	4
*Science	Science and Lab	4
REL/FNS	Religion or Finnish Studies	3
CPT 202 (or higher)	Digital Applications	3

+ Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

ENGLISH MAJOR REQUIREMENTS

(42)

Finlandia's English majors explore literature from different cultures, practice creative writing, and engage in critical examination of film. Selected classes help the student apply English skills to journalism, web page design, and theatre production. Students study literature in pursuit of vocations in writing, editing, grant production, and the arts, as well as positions in education, business, government, and social services. This degree is also excellent preparation for graduate school, including law school, among others.

ENGLISH CORE REQUIREMENTS

(9)

ENG 233	Survey of American Literature	3
ENG 243	Survey of English Literature	3
ENG 323	Advanced Writing	3

ENGLISH MAJOR COGNATES I

(6)

Choose 6 or more credits from the following:

COM 282	Web Page Design	3
DRM 113	Theater Production I	1-3
DRM 114	Theater Production II	1-3
HMS 350	Topics: Grant Writing	3
JRN 201	News Reporting and Writing	3
JRN 115	Journalism Practicum I	2
JRN 116	Journalism Practicum II	2

ENGLISH MAJOR COGNATES II

(6)

Choose 6 or more credits from the following:

HIS 205	History of World Civilization to 1500	3
HIS 206	History of World Civilization after 1500	3
HUM 301	Contemporary Voices in Science	3
HUM 310	Turning Points in History	3
REL 201	Intro. to the Bible: Old Testament	3
REL 202	Intro. to the Bible: New Testament	3

ENGLISH COURSES

(18)

Choose 6 or more credits from the following:

See the Finlandia University academic catalog for a list of English courses.

SENIOR CAPSTONE PROJECT

(3)

HUM 499	Senior Capstone Project	3
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MINOR AND/OR OPEN ELECTIVES

(45)

At least 18 credits of minor and/or open elective courses must be at the 300-level or above.

TOTAL CREDITS: 121

RECOMMENDED MINORS FOR THE ENGLISH MAJOR:

RELIGION AND PHILOSOPHY	PSYCHOLOGY
COMMUNICATIONS	SOCIOLOGY
ENVIRONMENTAL STUDIES	HISTORY AND POLITICAL SCIENCE

NOTE: Other minors are available. Please see the Finlandia University academic catalog for requirements.

Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES: ENGLISH - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER

		16 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
CPT 202	Digital Applications	3
*ENG 103	College English I	3
*Science	Science and Lab	4

SOPHOMORE - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
ENG 233	Survey of American Literature	3
ENG 243	Survey of English Literature	3
ENG _____	English Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3

JUNIOR - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
ENG _____	English Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3

SENIOR - FALL SEMESTER

		15 CREDITS
ENG _____	English Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3

FRESHMAN - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
*COM 108	Public Speaking	2
*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4
Cog/Minor/Open	Cognate/Minor/Open Elective	3

SOPHOMORE - SPRING SEMESTER

		15 CREDITS
ENG 323	Advanced Writing	3
ENG _____	English Elective	3
REL/FNS	Religion or Finnish Studies Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3

JUNIOR - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
ENG _____	English Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3

SENIOR - SPRING SEMESTER

		15 CREDITS
ENG _____	English Elective	3
HUM 499	Senior Capstone Project	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3
Cog/Minor/Open	Cognate/Minor/Open Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT 140	4		
*Science	4		
CPT 202	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		
Heritage/Literacy	3		

PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
ENG 233	3		
ENG 243	3		
ENG 323	3		
ENG _____	3		
ENG _____	3		
ENG _____	3		
ENG _____	3		
ENG _____	3		
ENG _____	3		
HUM 499	3		

*Must be successfully completed before taking 300/400-level courses.

CONCENTRATION CHECKLIST

Course	Credits	Sem./Yr.	Grade

MINOR OR OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS: _____

BACHELOR OF ARTS - LIBERAL STUDIES: SOCIAL SCIENCES - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS (40)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*COM 108	Fundamentals of Public Speaking	2
*MAT 140 (or higher)	Intermediate Algebra	4
*Science	Science and Lab	4
CPT 202 (or higher)	Digital Applications	3
REL/FNS	Religion or Finnish Studies	3

Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

→ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

LIBERAL STUDIES PROGRAM REQUIREMENTS (48)

Liberal Studies is an inter-disciplinary program that is built on the liberal arts General Education program. The Social Science major is designed to provide students with an interdisciplinary understanding of human society. The social sciences are comprised of a set of disciplines whose goal is to promote awareness of human experience, societies, and cultures. A Social Science degree lays the foundation necessary for students to understand and evaluate critical issues facing contemporary society and prepares them for critical membership in this society. The courses in the major give students the knowledge to approach these critical issues from a diversity of perspectives. Within the Social Science Major, students will choose to either concentrate on a single discipline within the area or to concentrate on two areas to provide a more interdisciplinary degree.

SOCIAL SCIENCE CORE (27)

ECN _____	Any ECN course	3
ENG 403	Cultures in Conflict	3
HIS 205	World Civilizations I	3
HIS 206	World Civilizations II	3
PHL 201	Introduction to Philosophy	3
PSY/SOC 353	Research Methods	3
PSY/SOC 354	Quant. Analysis in the Social Sciences	3
SOC 372	Social Theory	3

CONCENTRATIONS (21)

Choose from one of the concentrations listed.

SENIOR CAPSTONE PROJECT (3)

HUM 499	Senior Capstone Project	3
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OPEN ELECTIVES OR MINOR (26)

At least 12 credits of minor and/or open electives must be at the 300-level or above.

TOTAL CREDITS: 120

SOCIOLOGY (21)

SOC 201	General Sociology	3
SOC 254	Social Problems	3
SOC 263	Human Relations and Diversity	3
SOC 346	Rural Sociology	3
SOC 350	Topics in Sociology	3
SOC 351	Sociology of Sport	3
SOC _____	Sociology Elective	3

PSYCHOLOGY (21)

PSY 201	General Psychology	3
PSY 271	Interview and Counseling Techniques	3
PSY 340	Abnormal Psychology	3
PSY 343 OR	Growth and Dev of Child/Adolescents OR	3

PSY 344	Psych of Adulthood and Aging	3
PSY 380	History and Systems	3
PSY _____	Psychology Elective	3
PSY _____	Psychology Elective	3

HISTORY (21)

Choose any 21 credits in History or FNS 321, HUM 201, or HUM 310.

FNS 321	History and Culture of Finland	3
HIS 103	History of Art I	3
HIS 203	History of Art II	3
HIS 211	History of U.S. to 1865	3
HIS 212	History of U.S. since 1865	3
HIS 303	History of Art III	3
HIS 350	Topics in History	3
HUM 201	History of Science	3
HUM 310	Turning Points in History	3

HISTORY AND POLITICAL SCIENCE (21)

FNS 321	History and Culture of Finland	3
HIS 211	History of U.S. to 1865	3
HIS 212	History of U.S. since 1865	3
HUM 310	Turning Points in History	3
PLS 221	American Government	3
PLS 364	International Relations	3
REL 301	World Religions	3

INTERNATIONAL STUDIES (21)

ECN 232	Macroeconomics	3
ENG 403	Cultures in Conflict	3
FNS 321	History and Culture of Finland	3
GEO 201	World Regional Geography	3
GEO 202	Geography of North America	3
PLS 221	American Government	3
PLS 364	International Relations	3

ENVIRONMENTAL STUDIES (21)

BIO 113	Organismal Biology	4
BIO 300 OR	Ecology and the Environment OR	4
PHS 301	Integrated Science	4
CHM 121	Chemistry and Society	4
ENV 201	Intro to Environmental Studies	3
ENV 401	Environmental Science	3
HUM 301	Contemporary Voices in Science	3

CRIMINAL JUSTICE (21)

CRJ 101	Introduction to Criminal Justice	3
CRJ 201	Criminal Investigations I	3
CRJ 205	Criminal Law	3
CRJ 208	Criminal Procedures	3
CRJ 312	Criminology	3
CRJ _____	Criminal Justice Elective	3
CRJ _____	Criminal Justice Elective	3

STUDENT PROPOSED (21)

A student may propose a concentration that is not offered at Finlandia University via courses taken at Finlandia, or at another college or university, or through experiential learning. The concentration could consist of material in a single discipline or an interdisciplinary topic. The Dean of Arts and Sciences must approve all proposed concentrations.

RECOMMENDED MINORS FOR THE SOCIAL SCIENCES MAJOR

ENGLISH	RELIGION AND PHILOSOPHY
COMMUNICATIONS	

Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES: SOCIAL SCIENCES - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER

		16 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
*COM 108	Fund. of Public Speaking	2
*ENG 103	College English I	3
*Science	Science & Lab	4
Conc.	Concentration	3

SOPHOMORE - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
ECN 331	The Global Economy	3
HIS 205	World Civilizations I	3
Conc.	Concentration	3
Elective	Open Elective or Second Concentration	3

JUNIOR - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
SOC 372	Social Theory	3
Conc.	Concentration	3
Elective	Open Elective or Second Concentration	3

SENIOR - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
PSY/SOC 353	Research Methods	3
Conc.	Concentration	3
Elective	Open Elective or Second Concentration	3
Elective	Open Elective or Second Concentration	3

FRESHMAN - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
CPT 202	Digital Applications	3
*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4
Conc.	Concentration	3

SOPHOMORE - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
HIS 206	World Civilizations II	3
PHL 201	Introduction to Philosophy	3
Conc.	Concentration	3
Elective	Open Elective or Second Concentration	3

JUNIOR - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
ENG 403	Cultures in Conflict	3
Conc.	Concentration	3
Elective	Open Elective or Second Concentration	3
Elective	Open Elective or Second Concentration	3

SENIOR - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
HUM 499	Senior Capstone Project	3
PSY/SOC 354	Quant. Analysis in the Social Sciences	3
Elective	Open Elective or Second Concentration	3
Elective	Open Elective or Second Concentration	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT 140	4		
*Science	4		
CPT 202	3		
Citizenship	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		
Heritage/Literacy	3		

Course	Credits	Sem./Yr.	Grade
ECN	3		
ENG 403	3		
HIS 205	3		
HIS 206	3		
HUM 499	3		
PHL 201	3		
PSY/SOC 353	3		
SOC 372	3		
SOC/PSY 354	3		

*Must be successfully completed before taking 300/400-level courses.

CONCENTRATION CHECKLIST

Course	Credits	Sem./Yr.	Grade

SECOND CONCENTRATION OR OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS: _____

BACHELOR OF ARTS - LIBERAL STUDIES: ACE HONORS PROGRAM - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(40)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*COM 108	Fundamentals of Public Speaking	2
*MAT 145 (or higher)	College Algebra	4
*PHS 112/CHM 121	Science and Lab	4
REL/FNS	Religion or Finnish Studies	3
CPT 202 (or higher)	Digital Applications	3

+ Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400 level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

ACE PROGRAM REQUIREMENTS

(48)

The Arts, Culture and Environment (ACE) Honors program emphasizes the development of diverse intellectual skills needed to respond to a rapidly changing world. Students take a core of required courses plus minor courses from three major academic disciplines: 1) Arts and Humanities; 2) Cultural Studies; and 3) Science and Environmental Studies. The ACE program is an honors program for students who maintain a cumulative GPA of 3.0 or above and complete honors requirements in three upper division courses. The ACE Honors program offers excellent preparation for graduate study or law school.

ART AND HUMANITIES COURSES

(15)

ENG 323	Advanced Writing	3
ENG 332	American Literature	3
ENG 350	Topics in Literature	3
ENG 403	Cultures in Conflict	3
MUS 121/122/HIS 103	Music App. I or II or History of Art I	3

CULTURAL STUDIES COURSES

(15)

HIS 205 or HIS 206	World Civilization I or II	3
HUM 301	Contemporary Voices in Science	3
HUM 310	Turning Points of History	3
PHL 201	Introduction to Philosophy	3
REL _____	Religion Elective	3

ENVIRONMENTAL STUDIES REQUIRED COURSES

(15)

ENV/HUM 202	Intro to Environmental Studies	3
ENV 213	Outdoor Rec. and Leadership	2
ENV 401	Environmental Policy and Law	3
GEO 201	World Regional Geography	3
PHS 301	Integrated Science	4

SENIOR CAPSTONE PROJECT

(3)

HUM 499	Senior Capstone Project	3
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MINOR OR OPEN ELECTIVES

(33)

Note: At least 12 credits of minors and open electives must be at the 300-level or above.

TOTAL CREDITS: 121

RECOMMENDED MINORS FOR THE ACE MAJOR:

ENGLISH LANGUAGE AND LITERATURE	PSYCHOLOGY
COMMUNICATIONS	RELIGION AND PHILOSOPHY
HISTORY AND POLITICAL SCIENCE	SOCIOLOGY

NOTE: Other minors are available. Please see the Finlandia University academic catalog for requirements.



Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES: ACE HONORS PROGRAM - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER

		15 CREDITS
CPT 202	Digital Applications	3
*ENG 103	College English I	3
ENV 202	Intro. to Environmental Studies	3
ENV 213	Outdoor Recreation Skills	2
*MAT 145 (or higher)	College Algebra	4

SOPHOMORE - FALL SEMESTER

		15 CREDITS
Gen. Education	Theme-based Gen. Ed. Elective	3
Gen. Education	Theme-based Gen. Ed. Elective	3
HIS 205/206	World Civilization I or II	3
MUS 121/122/HIS 103	Music App./History of Art I	3
Minor	Minor	3

JUNIOR - FALL SEMESTER

		16 CREDITS
Gen. Education	Theme-based Gen. Ed. Elective	3
ENG 332	American Literature	3
PHL 201	Introduction to Philosophy	3
PHS 301	Integrated Science	4
Minor	Minor	3

SENIOR - FALL SEMESTER

		15 CREDITS
ENG _____	Advanced Creative Writing	3
ENV 401	Environmental Policy and Law	3
HUM 310	Turning Points in History	3
Minor	Minor	3
Elective	Open Elective	3

FRESHMAN - SPRING SEMESTER

		15 CREDITS
Gen. Education	Theme-based Gen. Ed. Elective	3
*CHM 121 OR	Chemistry and Society OR	4
*PHS 112	Concepts in Physical Science I	4
*COM 108	Fund. of Public Speaking	2
*ENG 104	College English II	3
Minor	Minor	3

SOPHOMORE - SPRING SEMESTER

		15 CREDITS
Gen. Education	Theme-based Gen. Ed. Elective	3
Gen. Education	Theme-based Gen. Ed. Elective	3
GEO 201	World Geography	3
REL/FNS	Religion or Finnish Studies	3
Minor	Minor	3

JUNIOR - SPRING SEMESTER

		15 CREDITS
ENG 350	Topics in Literature	3
HUM 301	Cont. Voices in Science	3
PHL _____	Philosophy Elective	3
REL _____	Religion Elective	3
Minor	Minor	3

SENIOR - SPRING SEMESTER

		15 CREDITS
ENG 403	Cultures in Conflict	3
HUM 499	Senior Capstone Project	3
Minor	Minor	3
Elective	Open Elective	3
Elective	Open Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT 145	4		
*PHS 112/CHM 121	4		
CPT 202	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		
Heritage/Literacy	3		

ENVIRONMENTAL STUDIES COURSES

Course	Credits	Sem./Yr.	Grade
ENV/HUM 202	3		
ENV 213	3		
ENV 401	3		
GEO 201	3		
PHS 301	3		

SENIOR CAPSTONE PROJECT

Course	Credits	Sem./Yr.	Grade
HUM 499	3		

*Must be successfully completed before taking 300/400-level courses.

ACE PROGRAM CHECKLIST

ARTS & HUMANITIES COURSES

Course	Credits	Sem./Yr.	Grade
ENG 322	3		
ENG 323	3		
ENG 350	3		
ENG 403	3		
MUS 121/122/HIS 103	3		

CULTURAL STUDIES COURSES

Course	Credits	Sem./Yr.	Grade
HIS 205/206	3		
HUM 301	3		
HUM 310	3		
PHL 201	3		
REL _____	3		

MINOR

Course	Credits	Sem./Yr.	Grade

ELECTIVES

Course	Credits	Sem./Yr.	Grade

Total Credits _____

BACHELOR OF ARTS - LIBERAL STUDIES: CRIMINAL JUSTICE - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(40)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*COM 108	Fund. of Public Speaking	2
*MAT 140 (or higher)	Intermediate Algebra	4
*Science	Science and Lab	4
CPT 202 (or higher)	Digital Applications	3
REL/FNS	Religion or Finnish Studies	3

Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

CRIMINAL JUSTICE MAJOR REQUIREMENTS

(51)

Finlandia's Criminal Justice major is an interdisciplinary program of study featuring courses in criminal justice, psychology, and the humanities and social sciences. Students majoring in Criminal Justice choose one of two academic tracks: Law Enforcement or Corrections. The program emphasizes both theoretical studies and applied knowledge in the field, enabling students to evaluate complex societal issues from a diversity of perspectives. Students graduating with a four-year degree in criminal justice are prepared for variety of careers, including those related to law enforcement, crime prevention, and corrections.

CRIMINAL JUSTICE SUPPORTING COURSES

(6)

PSY 201	Introduction to Psychology	3
SOC 201	General Sociology	3

CRIMINAL JUSTICE CORE REQUIREMENTS

(24)

CRJ 101	Introduction to Criminal Justice	3
CRJ 205	Criminal Law	3
CRJ 208	Criminal Procedures	3
PSY 340	Abnormal Psychology	3
SOC 205	Juvenile Delinquency	3
SOC 312	Criminology	3
SOC 353	Research Methods	3
SOC 372	Social Theory	3

CRIMINAL JUSTICE CONCENTRATION

(18)

Choose from one of the Criminal Justice concentrations listed.

SENIOR CAPSTONE PROJECT

(3)

HUM 499	Senior Capstone Project	3
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MINOR AND/OR OPEN ELECTIVES

(30)

At least 12 credits of minor and/or open electives must be at the 300-level or above.

TOTAL CREDITS: 121

CRIMINAL JUSTICE CONCENTRATION

(18)

Choose one of the Criminal Justice concentrations listed below.

CRIMINAL JUSTICE - LAW ENFORCEMENT

(18)

CRJ 104	Police Operations	3
CRJ 201	Criminal Investigations I	3
^ CRJ 250	Topics in Criminal Justice	3
CRJ 301	Criminal Investigation II	3
CRJ 304	Community Policing	3
^ CRJ 350	Topics in Criminal Justice	3

CRIMINAL JUSTICE - CORRECTIONS

(18)

CRJ 140	Contemporary Corrections	3
CRJ 203	Client Growth & Development	3
CRJ 240	Correctional Institutions	3
CRJ 241	Client Relations	3
CRJ 340	Legal Issues in Corrections	3
^ CRJ 350	Topics in Criminal Justice	3

CRIMINAL JUSTICE - CRIMINAL JUSTICE OPEN

(18)

Choose 18 Criminal Justice credits (CRJ 250 and CRJ 350 may be taken multiple times):

CRJ 104	Police Operations	3
CRJ 140	Contemporary Corrections	3
CRJ 201	Criminal Investigations I	3
CRJ 203	Client Growth and Development	3
CRJ 210	Prof. Communications in Criminal Justice	3
CRJ 240	Correctional Institutions	3
CRJ 241	Client Relations	3
^ CRJ 250	Topics in Criminal Justice	3
CRJ 301	Criminal Investigation II	3
CRJ 304	Community Policing	3
CRJ 340	Legal Issues in Corrections	3
^ CRJ 350	Topics in Criminal Justice	3
PSY 270	Psy./Phys. Aspects of Sub. Abuse	3

^ Possible sophomore-level topics courses include Private Security, Emergency Management, Murder in the U.S., and Critical Issues in Policing.

^ Possible junior/senior-level topics courses include Conflict Resolution, Police Administration, Constitutional Law, and Women and Minorities in Criminal Justice

RECOMMENDED MINORS FOR THE CRIMINAL JUSTICE MAJOR:

COMMUNICATIONS	PSYCHOLOGY
HISTORY AND POLITICAL SCIENCE	SOCIOLOGY

Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES: CRIMINAL JUSTICE - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER		16 CREDITS
CPT 202	Digital Applications	3
CRJ 101	Introduction to Criminal Justice	3
*ENG 103	College English I	3
*Science	Science and Lab	4
SOC 201	General Sociology	3

SOPHOMORE - FALL SEMESTER		<u>15 CREDITS</u>
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
CRJ 205	Criminal Law	3
PSY 201	General Psychology	3
SOC 205	Juvenile Delinquency	3
Conc/Minor	Concentration or Minor	3

<u>JUNIOR - FALL SEMESTER</u>		<u>15 CREDITS</u>
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
PSY 340	Abnormal Psychology	3
SOC 312	Criminology	3
SOC 372	Social Theory	3
Conc/Minor	Concentration or Minor	3

<u>SENIOR - FALL SEMESTER</u>		<u>15 CREDITS</u>
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
PSY/SOC 353	Research Methods	3
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3

<u>FRESHMAN - SPRING SEMESTER</u>		<u>15 CREDITS</u>
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
*COM 108	Fundamentals of Public Speaking	2
*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4
Conc/Minor	Concentration or Minor	3

<u>SOPHOMORE - SPRING SEMESTER</u>		<u>15 CREDITS</u>
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
CRJ 208	Criminal Procedures	3
Conc/Minor	Concentration or Minor	3
Minor/Elective	Minor or Open Elective	3
Minor/Elective	Minor or Open Elective	3

<u>JUNIOR - SPRING SEMESTER</u>		<u>15 CREDITS</u>
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
REL/FNS	Religion or Finnish Studies	3
Conc/Minor	Criminal Justice Concentration	3
Minor/Electives	Minor or Open Elective	3
Minor/Electives	Minor or Open Elective	3

<u>SENIOR - SPRING SEMESTER</u>		<u>15 CREDITS</u>
CRJ 499	Senior Capstone Project	3
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3

GENERAL EDUCATION

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT 140	4		
*Science	4		
CPT 202	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit/Creat. Thinking	3		
Crit/Creat. Thinking	3		
Cultural Heritage	3		
Cultural Heritage	3		

CRIMINAL JUSTICE CONCENTRATION CHECKLIST

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>

MINOR OR OPEN ELECTIVES CHECKLIST

[illegible]

PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
CRJ 101	3		
CRJ 205	3		
CRJ 208	3		
CRJ 499	3		
PSY 201	3		
PSY 340	3		
SOC 201	3		
SOC 205	3		
SOC 312	3		
SOC 353	3		
SOC 372	3		

*Must be successfully completed before taking 300/400-level courses.

BACHELOR OF ARTS - LIBERAL STUDIES: COMMUNICATIONS - ACADEMIC PROGRESS SHEET 2009-2010

<u>GENERAL EDUCATION REQUIREMENTS</u>		(40)	<u>COMMUNICATIONS CONCENTRATION</u>		(21-24)
Finlandia Foundations:			Choose one of the Communications concentrations listed below:		
*ENG 103	College English I	3	JOURNALISM		(21)
*ENG 104	College English II	3	^ COM 250	Topics in Communications	3
*COM 108	Fund. of Public Speaking	2	^ COM 350	Topics in Communications	3
*MAT 140 (or higher)	Intermediate Algebra	4	ENG 201	Grammar and Composition	3
*Science	Science and Lab	4	JRN 116/216/316	Journalism Pract. (min. of 3 semesters)	6
REL/FNS	Religion or Finnish Studies	3	JRN 201	News Reporting and Writing	3
CPT 202 (or higher)	Digital Applications	3	JRN 205	News Editing	3
Finlandia Core:			VISUAL COMMUNICATIONS		(24)
Citizenship	Two Thematic Courses	6	ARD 173	Color and Composition	3
Critical/Creative Thinking	Two Thematic Courses	6	ARD 223	Digital Art Studio I	3
Cultural Heritage/Literacy	Two Thematic Courses	6	ARD 227	Publications I	3
*Must be successfully completed before taking 300/400-level courses.			ARD 327	Graphic Design	3
+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.			ARD 427	Publications II	3
			Art History	Choose one Art History course	3
			COM 282	Web Design I	3
			COM 382	Web Design II	3
COMMUNICATIONS MAJOR REQUIREMENTS			ENVIRONMENTAL COMMUNICATIONS		(22)
Liberal Studies is an inter-disciplinary program that is built on the liberal arts General Education program. The Communications major is designed to provide students with an enhanced understanding of how people create meaning. Students learn proficiency in persuasion, critical analysis, and oral, written, and visual literacies, and they become aware of how communication—both theoretically and practically—creates individual and collective cultural realities and informs citizenship.			ARD 126	Sustainable Design Systems	3
			CHM 121	Chemistry and Society	4
			^ COM 350	Topics in Communications	3
			ENV 202	Introduction to Environmental Studies	3
			ENV 401	Environmental Policy and Law	3
			HUM 301	Contemporary Voices in Science	3
			PHL 401	Philosophy and the Environment	3
			MARKETING AND COMMUNICATIONS		(21)
COMMUNICATIONS CORE			BUS 141	Business Communications	3
PSY 201	Introduction to Psychology	3	BUS 240	E-Business	3
SOC 201	General Sociology	3	BUS 345	Principles of Marketing	3
COMMUNICATIONS CORE REQUIREMENTS			BUS 346	Advertising and Sales Management	3
ARD 127	Digital Imagery	3	BUS 371	Principles of Management	3
COM 101	Introduction to Communications	3	BUS 386	Organizational Communication/Behavior	3
COM 201	Survey of Mass. Communications	3	^ COM 250	Topics in Communications	3
COM 288	Rhetoric and Persuasion	3	^ Possible sophomore-level topics courses include Interpersonal Communications and Internet Journalism.		
COM 322	Communication, Culture, and Community	3	^ Possible junior/senior-level topics courses include Communications and the Environment and Video Journalism.		
COM 375	Research in Communication	3	RECOMMENDED MINORS FOR THE COMMUNICATIONS MAJOR:		
ENG 320	Survey of the English Language	3	ENGLISH LANGUAGE AND LITERATURE	RELIGION AND PHILOSOPHY	
COMMUNICATIONS CONCENTRATION			HISTORY AND POLITICAL SCIENCE	SOCIOLOGY	
Choose from one of the concentrations listed.			PSYCHOLOGY		
SENIOR CAPSTONE PROJECT					
COM 497	Presentation and Portfolio	3			
HUM 499	Senior Capstone Project	3			
MINOR OR OPEN ELECTIVES					
At least 12 credits of open electives must be at the 300-level or above.					
TOTAL CREDITS: 121					

Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES: COMMUNICATIONS - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
COM 101	Introduction to Communications	3
*COM 108	Fund. of Public Speaking	2
*ENG 103	College English I	3
*Science	Science and Lab	4

SOPHOMORE - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
ARD 127	Digital Imagery	3
COM 201	Survey of Mass. Communications	3
Conc/Minor	Concentration or Minor	3

JUNIOR - FALL SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
COM 322	Comm., Culture, and Community	3
Conc/Minor	Concentration or Minor	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3

SENIOR - FALL SEMESTER

		15 CREDITS
COM 375	Research in Communications	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3

FRESHMAN - SPRING SEMESTER

		16 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
CPT 202	Digital Applications	3
*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4
Conc./Minor	Concentration or Minor	3

SOPHOMORE - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
COM 288	Rhetoric and Persuasion	3
REL/FNS	Religion or Finnish Studies	3
Conc/Minor	Concentration or Minor	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3

JUNIOR - SPRING SEMESTER

		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
ENG 320	Survey of the English Language	3
Conc/Minor	Concentration or Minor	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3

SENIOR - SPRING SEMESTER

		15 CREDITS
COM 497	Presentation and Portfolio	3
COM 499	Senior Capstone Project	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3
Conc/Minor/Open	Conc., Minor, or Open Elective	3

GENERAL EDUCATION

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT 140	4		
*Science	4		
CPT 202	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Crit./Creat. Thinking	3		
Cultural Heritage	3		
Cultural Heritage	3		

PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
ARD 127	3		
COM 101	3		
COM 201	3		
COM 288	3		
COM 322	3		
COM 375	3		
COM 497	2		
COM 499	4		
ENG 320	3		

*Must be successfully completed before taking 300/400-level courses.

CONCENTRATION CHECKLIST

(Journalism, Visual or Environmental Communication, Marketing)

Course	Credits	Sem./Yr.	Grade

MINOR OR OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

BACHELOR OF ARTS - LIBERAL STUDIES: PSYCHOLOGY - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(40)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*COM 108	Fund. of Public Speaking	2
*MAT 140 (or higher)	Intermediate Algebra	4
*Science	Science and Lab	4
CPT 202	Digital Applications	3
REL/FNS	Religion or Finnish Studies	3

Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

→ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

PSYCHOLOGY MAJOR REQUIREMENTS

(45)

Liberal Studies is an inter-disciplinary program that is built on the liberal arts General Education program. Students majoring in Psychology study human behavior and the human mind. In addition to social services jobs, Psychology graduates develop the skills and training for work in community mental health centers, vocational rehabilitation offices, and correctional programs. The program emphasizes development of communication and interpersonal skills, also preparing students to work in marketing, case management, and government welfare agencies.

PSYCHOLOGY CORE

(18)

PHL 212	Ethics: Theory and Practice	3
PSY 201	General Psychology	3
PSY 250	Topics in Psychology	3
PSY 353	Research Methods	3
PSY 380	History and Systems	3
PSY 420	Experimental Psychology	3

CONCENTRATION

(24)

Choose from the Psychology or Alcohol and Drug Abuse concentrations.

SENIOR CAPSTONE PROJECT

(3)

HUM 499	Senior Capstone Project	3
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MINOR OR OPEN ELECTIVES

(36)

At least 9 credits of open electives must be at the 300-level or above.

TOTAL CREDITS: 121

PSYCHOLOGY CONCENTRATION

(24)

Choose from the Psychology or Alcohol and Drug Abuse concentrations.

PSYCHOLOGY CONCENTRATION

(24)

SOC 254	Social Problems	3
PSY 271	Interview and Counseling Techniques	3
PSY 311	Case Management	3
PSY 340	Abnormal Psychology	3
PSY 343	Growth and Dev. of Child/Adolescents	3
PSY 344	Psychology of Adulthood and Aging	3
PSY 350	Topics in Psychology	3
PSY 354	Quant. Analysis in the Social Sciences	3

ALCOHOL AND DRUG ABUSE CONCENTRATION

(24)

SOC 205	Juvenile Delinquency	3
PSY 270	Psy./Phys. Aspects of Substance Abuse	3
PSY 271	Interview and Counseling Techniques	3
PSY 272	Alcohol and Drug Abuse Practicum	3
PSY 281	Group Dynamics and Counseling	3
PSY 371	Chemical Dependency Counseling	3
PSY 373	Crisis Theory and Intervention	3
PSY 471	Advanced Counseling Techniques	3

RECOMMENDED MINORS FOR THE PSYCHOLOGY MAJOR:

CRIMINAL JUSTICE	SCIENCE
HISTORY AND POLITICAL SCIENCE	SOCIOLOGY

Suomi College of Arts & Sciences

BACHELOR OF ARTS - LIBERAL STUDIES: PSYCHOLOGY - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
*COM 108	Fund. of Public Speaking	2
*ENG 103	College English I	3
PSY 201	General Psychology	3
*Science	Science and Lab	4

SOPHOMORE - FALL SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
CPT 202	Digital Applications	3
PHL 212	Ethics: Theory and Practice	3
Conc.	Concentration	3
Minor/Open	Minor or Open Elective	3

JUNIOR - FALL SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
PSY/SOC 353	Research Methods	3
Conc.	Concentration	3
Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3

SENIOR - FALL SEMESTER

Conc.	Concentration	3
Conc.	Concentration	3
Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3

FRESHMAN - SPRING SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4
Conc.	Concentration	3
Minor/Open	Minor or Open Elective	3

SOPHOMORE - SPRING SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
REL/FNS	Religion or Finnish Studies	3
Conc.	Concentration	3
Minor/Open	Minor or Open Elective	3

JUNIOR - SPRING SEMESTER

PSY 380	History and Systems	3
PSY 420	Experimental Psychology	3
Conc.	Concentration	3
Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3

SENIOR - SPRING SEMESTER

PSY 499	Senior Capstone Project	3
Conc.	Concentration	3
Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3

GENERAL EDUCATION

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT 140	4		
*Science	4		
CPT 202	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit/Creat. Thinking	3		
Crit/Creat. Thinking	3		
Cultural Heritage	3		
Cultural Heritage	3		

PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
PHL 212	3		
PSY 201	3		
PSY 353	3		
PSY 380	3		
PSY 420	3		
PSY 499	3		

CONCENTRATION CHECKLIST

(Psychology or Alcohol and Drug Abuse)

Course	Credits	Sem./Yr.	Grade

MINOR OR OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

*Must be successfully completed before taking 300/400-level courses.

BACHELOR OF ARTS - ELEMENTARY EDUCATION - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS		(38)	ELEMENTARY EDUCATION MINORS	(47-48)
Finlandia Foundations:			Choose two minors from those listed on this sheet.	
*ENG 103	College English I	3	ENGLISH MINOR	(24)
*ENG 104	College English II	3	ENG 201	College Grammar and Composition 3
*MAT 155	Math for Elementary Teachers I	3	ENG 219	Creative Writing 3
*MAT 156	Math for Elementary Teachers II	3	ENG 233	Survey of American Literature 3
*BIO 111	Introduction to Biology	4	ENG 243	Survey of English Literature 3
CIS 102	Intro. Computer Applications	3	ENG 320	Survey of the English Language 3
Finlandia Core:			+ ENG 322	Children's Literature 3
Citizenship		(6)	ENG 332	Great Books of U.S. 1860 to Present 3
HIS 206	World Civilizations II	3	ENG 350	Topics in Literature or English 3
PHL 212	Ethics	3	MATHEMATICS MINOR	(23)
Critical and Creative Thinking		(6)	MAT 145	College Algebra 4
PHS 112	Introduction to Earth Science	4	MAT 152	Trigonometry 3
PSY 201	General Psychology	3	+ MAT 155	Math for Elementary Teachers I 3
Cultural Heritage and Literacy		(6)	+ MAT 156	Math for Elementary Teachers II 3
ENG 322	Children's Literature	3	MAT 180	Survey of Calculus 4
SOC 263	Human Relations and Diversity	3	MAT 201	Probability and Statistics 3
*Must be successfully completed before taking 300/400-level courses.			MAT 270	Geometry 3
PRE-EDUCATION COURSES		(9)	SCIENCE MINOR	(24)
HIS 212	History of U.S. from 1865	3	BIO 211	Biology of Plants and Animals 4
PLS 221	American Government	3	BIO 300	Ecology and the Environment 4
PSY 343	Growth and Dev. of Child and Adolescents	3	CHM 121	Chemistry and Society 4
ELEMENTARY EDUCATION REQUIREMENTS		(48)	+ PHS 112	Introduction to Earth Science 4
The Elementary Education program prepares students for teaching careers in elementary and middle school classrooms (grades K-8). The program emphasizes practical experience where students spend a minimum of 225 hours in K-8 classrooms engaged in training, instruction, and observation prior to their senior year. Upon graduation, students are qualified to teach grades K-8 in a self-contained classroom after passing the Michigan Teacher Test for Certification.			PHS 212	Concepts in Physics 4
PROFESSIONAL EDUCATION COURSES		(27)	PHS 301	Integrated Science 4
EDU 101	Foundations of Education	3	SOCIAL STUDIES MINOR	(24)
EDU 156	Health and Physical Ed. for Teachers	3	ECN 231	Microeconomics 3
EDU 201	Educational Psychology	3	ECN 232	Macroeconomics 3
EDU 203	Digital Applications, Media, and Tech.	3	GEO 201	World Regional Geography 3
EDU 411	Teaching of Exceptional Children	3	GEO 202	Geography of North America 3
EDU 498	Student Teaching Internship	11	HIS 211	History of U.S. to 1865 3
EDU 499	Student Teaching Seminar	1	+ HIS 212	History of U.S. from 1865 3
PLANNED PROGRAM MINOR		(21)	+ PLS 221	American Government 3
EDU 301	Methods of Teaching Language Arts	3	PLS 364	International Relations 3
EDU 302	Methods of Teaching Social Studies	3	TOTAL CREDITS: 130-136	
EDU 303	Methods of Teaching Math	3	+ Also fulfills General Education requirement.	
EDU 304	Methods of Teaching Science	3	Note: Each course is counted only once even though it may appear in both the General Education requirements and an Elementary Education minor.	
EDU 311	Methods of Teaching Reading I	3		
EDU 312	Methods of Teaching Reading II	3		
EDU 401	Teaching of Art, Music, and Theater	3		

Suomi College of Arts & Sciences

BACHELOR OF ARTS - ELEMENTARY EDUCATION - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER

		16 CREDITS
+ *BIO 111	Principles of Biology	4
EDU 101	Introduction to Education	3
*ENG 103	College English I	3
+ *MAT 155	Math for Elementary Teachers I	3
PSY 201	General Psychology	3

SOPHOMORE - FALL SEMESTER

		18 CREDITS
EDU 203	Digital Applications, Media, and Tech.	3
PHL 212	Ethics: Class. Theories and Cont. Issues	3
+ PLS 221	American Government	3
PSY 343	Growth & Dev. of Child & Adolescents	3
SOC 263	Human Relations and Diversity	3
Minor I or II	Minor I or II	3

JUNIOR - FALL SEMESTER

		18 CREDITS
EDU 301	Methods of Teaching Language Arts	3
EDU 302	Methods of Teaching Social Studies	3
EDU 311	Methods of Teaching Reading I	3
Minor I or II	Minor I or II	9

SENIOR - FALL SEMESTER

		18 CREDITS
EDU 401	Teaching of Art, Music, and Theater	3
EDU 411	Teaching of Exceptional Children	3
Minor I or II	Minor I or II	12

FRESHMAN - SPRING SEMESTER

		16 CREDITS
CIS 102	Intro. Computer Applications	3
EDU 156	Health and Phys. Ed. for Teachers	3
ENG 104	College English II	3
MAT 156	Math for Elementary Teachers II	3
PHS 112	Introduction to Earth Science	4

SOPHOMORE - SPRING SEMESTER

		18 CREDITS
EDU 201	Educational Psychology	3
+ ENG 322	Children's Literature	3
HIS 206	World Civilizations II	3
+ HIS 212	History of U.S. from 1865	3
Minor I or II	Minor I or II	6

JUNIOR - SPRING SEMESTER

		18 CREDITS
EDU 303	Methods of Teaching Math	3
EDU 304	Methods of Teaching Science	3
EDU 312	Methods of Teaching Reading II	3
Minor I or II	Minor I or II	9

SENIOR - SPRING SEMESTER

		12 CREDITS
EDU 498	Student Teaching Internship	11
EDU 499	Student Teaching Seminar	1

GENERAL EDUCATION AND PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade
*ENG 103	3			EDU 101	3		
*ENG 104	3			EDU 156	3		
+ *MAT 155	3			EDU 203	3		
+ *MAT 156	3			EDU 201	3		
+ *BIO 111	4			EDU 301	3		
CIS 102	3			EDU 302	3		
+ ENG 322	3			EDU 303	3		
HIS 206	3			EDU 304	3		
+ HIS 212	3			EDU 311	3		
PHL 212	3			EDU 312	3		
+ PHS 112	4			EDU 401	3		
+ PLS 221	3			EDU 411	3		
PSY 201	3			EDU 498	11		
PSY 343	3			EDU 499	1		
SOC 263	3						

* Must be successfully completed before taking 300/400-level courses.

+ Also fulfills General Education requirement.

MINOR I CHECKLIST

Course	Credits	Sem./Yr.	Grade

MINOR II CHECKLIST

Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS:

ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS		(28)	HUMAN SERVICES SUPPORTING COURSES		(8)
Finlandia Foundations:			Elective	Open Elective	33
*ENG 103	College English I	3	HUMAN SERVICES CORE		(24)
*ENG 104	College English II	3	HMS 111	Introduction to Human Services	3
*COM 108	Fund. of Public Speaking	2	HMS 270	Psy./Phys. Aspects of Subst. Abuse	3
*MAT 130 (or higher)	Business Math	4	HMS 271	Interview and Counseling Techniques	3
*Science	Science and Lab	4	HMS 272	Human Services Practicum	3
REL/FNS	Religion or Finnish Studies	3	HMS 280	Chemical Dependency and Family	3
+ Finlandia Core:			HMS 281	Group Dynamics and Counseling	3
Citizenship	One Thematic Course	3	SOC 205	Juvenile Delinquency	3
Critical/Creative Thinking	One Thematic Course	3	SOC 254	Social Problems	3
Cultural Heritage/Literacy	One Thematic Course	3	ELECTIVES		(3)
*Must be successfully completed before taking 300/400-level courses.			Elective	Open Elective	3
+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.			TOTAL CREDITS: 61		

ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES - SUGGESTED COURSE SEQUENCE

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		18 CREDITS
*COM 108	Fund. of Public Speaking	2	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
*ENG 103	College English I	3	*ENG 104	College English II	3
HMS 111	Intro. to Human Services	3	HMS 270	Psy./Phys. Aspects of Subs. Abuse	3
*MAT 130 (or higher)	Business Math	4	PSY 201	General Psychology	3
*Science	Science and Lab	4	SOC 201	General Sociology	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
HMS 271	Interview and Coun. Tech	3	HMS 272	Human Services Practicum	3
HMS 280	Chemical Depend and Family	3	HMS 281	Group Dyn. and Counseling	3
REL/FNS	Religion or Finnish Studies	3	SOC 254	Social Problems	3
SOC 205	Juvenile Delinquency	3	Elective	Open Elective	3
*Must be successfully completed before taking 300/400-level courses.			TOTAL CREDITS: 64		

GENERAL EDUCATION CHECKLIST

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*MAT 130	4		
*Science	4		
REL/FNS	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		

*Must be successfully completed before taking 300/400-level courses.

HUMAN SERVICES PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
HMS 111	3		
HMS 270	3		
HMS 271	3		
HMS 272	3		
HMS 280	3		
HMS 281	3		
PSY 201	3		
SOC 201	3		
SOC 205	3		
SOC 254	3		

TOTAL CREDITS:

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ASSOCIATE IN APPLIED SCIENCE - CRIMINAL JUSTICE - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(31)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*COM 108	Fund. of Public Speaking	2
*MAT 130 (or higher)	Business Math	4
*Science	Science and Lab	4
CPT 202 (or higher)	Computer Applications	3
REL/FNS	Religion or Finnish Studies	3

+ Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

CRIMINAL JUSTICE PROGRAM REQUIREMENTS

(27)

Finlandia's Criminal Justice major is an interdisciplinary program of study with courses in criminal justice, psychology, and the humanities and social sciences. The two-year degree option emphasizes applied knowledge in one of two tracks: Police Operations or Corrections. Students graduating with a two-year degree in Criminal Justice are prepared for a variety of careers, including those related to law enforcement, crime prevention, and corrections.

CRIMINAL JUSTICE CORE REQUIREMENTS

(18)

CRJ 101	Introduction to Criminal Justice	3
CRJ 205	Criminal Law	3
CRJ 208	Criminal Procedures	3
CRJ 210	Prof. Communications in Criminal Justice	3
PSY 201	General Psychology	3
SOC 201	General Sociology	3

CRIMINAL JUSTICE CONCENTRATION

(12)

CRIMINAL JUSTICE - LAW ENFORCEMENT CONCENTRATION

(12)

CRJ 104	Police Operations	3
CRJ 201	Criminal Investigations I	3
^ CRJ 250	Topics in Criminal Justice	3
SOC 205	Juvenile Delinquency	3

CRIMINAL JUSTICE - CORRECTIONS CONCENTRATION

(12)

CRJ 140	Contemporary Corrections	3
CRJ 203	Client Growth and Development	3
CRJ 240	Correctional Institutions	3
CRJ 241	Client Relations	3

CRIMINAL JUSTICE - GENERAL CJ CONCENTRATION

(12)

Choose 12 credits from the following:

CRJ 104	Police Operations	3
CRJ 140	Intro to Corrections	3
CRJ 201	Criminal Investigations I	3
CRJ 203	Client Growth and Development	3
CRJ 240	Correctional Institutions	3
CRJ 241	Client Relations	3
^ CRJ 250	Topics in Criminal Justice	3
CRJ 301	Criminal Investigations II	3
CRJ 304	Community Policing	3
CRJ 340	Legal Issues in Corrections	3
CRJ 350	Topics in Criminal Justice	3
PSY 270	Substance Abuse	3
SOC 205	Juvenile Delinquency	3
SOC 312	Criminology	3

OPEN ELECTIVES

(3)

Choose one or more courses from any area of the university.

^ Criminal Justice topics courses may include: Private Security, Emergency Management, Murder in the U.S., Critical Issues in Policing.

TOTAL CREDITS: 64



ASSOCIATE IN APPLIED SCIENCE - CRIMINAL JUSTICE - SUGGESTED COURSE SEQUENCE

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	*COM 108	Fundamentals of Public Speaking	2
CRJ 101	Introduction to Criminal Justice	3	*ENG 104	College English II	3
*ENG 103	College English I	3	*Science	Science and Lab	4
*MAT 130 (or higher)	Business Math	4	SOC 201	General Sociology	3
PSY 201	General Psychology	3	Conc.	Concentration	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		18 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
CRJ 205	Criminal Law	3	CRJ 208	Criminal Procedures	3
CRJ 210	Professional Comm. in Criminal Justice	3	REL/FNS	Religion or Finnish Studies	3
Conc.	Concentration	3	Conc.	Concentration	3
Conc./Open	Concentration or Open Elective	3	Conc./Open	Concentration or Open Elective	3
*Must be successfully completed before taking 300/400-level courses.			Conc./Open	Concentration or Open Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

GENERAL EDUCATION				CONCENTRATION			
Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade
*ENG 103	3						
*ENG 104	3						
*COM 108	2						
*MAT 130	4						
*Science	4						
REL/FNS	3						
Citizenship	3						
Crit./Creat. Thinking	3						
Heritage/Literacy	3						
CRIMINAL JUSTICE CORE				OPEN ELECTIVES			
Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade
CRJ 101	3						
CRJ 205	3						
CRJ 208	3						
CRJ 210	3						
PSY 201	3						
SOC 201	3						

TOTAL CREDITS: _____

*Must be successfully completed before taking 300/400-level courses.



(28)

(33)

Elective

Open Elective

33

Note: One course in computer applications is recommended.

TOTAL CREDITS: 61

*ENG 103	College English I
*ENG 104	College English II
*COM 108	Fund. of Public Speaking
*MAT 140 (or higher)	Intermediate Algebra
*Science	Science and Lab
REL/FNS	Religion or Finnish Studies

+Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

ASSOCIATE IN GENERAL STUDIES - GENERAL STUDIES - SUGGESTED COURSE SEQUENCE

15 CREDITS**16 CREDITS**

Gen. Ed. Core	Theme-based Gen. Ed. Elective
*ENG 103	College English I
*COM 108	Fund. of Public Speaking
*MAT 140 (or higher)	Intermediate Algebra
Elective	Open Elective

Gen. Ed. Core	Theme-based Gen. Ed. Elective
Gen. Ed. Core	Theme-based Gen. Ed. Elective
*ENG 104	College English II
*Science	Science and Lab
Elective	Open Elective

15 CREDITS

15 CREDITS

REL/FNS	Religion or Finnish Studies
Elective	Open Elective
Elective	Open Elective
Elective	Open Elective
Elective	Open Elective

Elective	Open Elective
Elective	Open Elective
Elective	Open Elective
Elective	Open Elective
Elective	Open Elective

OTHER ELECTIVES

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	4		
*ENG 104	4		
*COM 108	2		
*MAT _____	4		
*Science	4		
REL/FNS	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		

[illegible]

*Must be successfully completed before taking 300/400-level courses.

TOTAL CREDITS:

Suomi College of Arts & Sciences

ASSOCIATE IN GENERAL STUDIES - ENGLISH AS A SECOND LANGUAGE - ACADEMIC PROGRESS SHEET 2009-2010

<u>GENERAL EDUCATION REQUIREMENTS</u>		(26)	<u>GENERAL STUDIES PROGRAM REQUIREMENTS</u>		(34)
Finlandia Foundations:			<u>ESL CERTIFICATE REQUIREMENTS</u>		(32)
*ENG 101	Basic Grammar and Composition	3	ESL 101	Reading I	4
^ *ENG 103	College English I	3	ESL 102	Writing I	4
*MAT 140 (or higher)	Intermediate Algebra	4	ESL 104	Oral Communication	4
*Science	Science and Lab	4	ESL 105	Grammar I	4
REL/FNS	Religion or Finnish Studies	3	ESL 111	Reading II	4
+ Finlandia Core:			ESL 112	Writing II	4
Citizenship	Two Thematic Courses	6	ESL 114	Academic Listening and Speaking	4
Critical/Creative Thinking	Two Thematic Courses	6	ESL 115	Grammar II	4
Cultural Heritage/Literacy	Two Thematic Courses	6	<u>ELECTIVES</u>		(2)
* Must be successfully completed before taking 300/400 level courses.			UNS 100	Finlandia Success	1
+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.			Elective	Open Elective	1
^ Students with above-average English language skills may take a more advanced English sequence (College English I and College English II). Also depending on skills, students may take fewer ESL classes, substituting for them regular university classes (with prior approval from the ESL advisor).			TOTAL CREDITS: 60		

ASSOCIATE IN GENERAL STUDIES - ENGLISH AS A SECOND LANGUAGE - SUGGESTED COURSE SEQUENCE

<u>FIRST SEMESTER</u>		<u>17 CREDITS</u>	<u>SECOND SEMESTER</u>		<u>16 CREDITS</u>
ESL 101	Reading I	4	ESL 111	Reading II	4
ESL 102	Writing I	4	ESL 112	Writing II	4
ESL 104	Oral Communication	4	ESL 114	Academic Listening and Speaking	4
ESL 105	Grammar I	4	ESL 115	Grammar II	4
UNS 100	Finlandia Success	1	<u>FOURTH SEMESTER</u>		<u>14 CREDITS</u>
<u>THIRD SEMESTER</u>		<u>13 CREDITS</u>	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
*ENG 101	Basic Grammar and Composition	3	*ENG 103	College English I	3
*MAT 140 (or higher)	Intermediate Algebra	4	*Science	Science and Lab	4
REL/FNS	Religion or Finnish Studies	3	Elective	Open Elective	1

*Must be successfully completed before taking 300/400-level courses.

GENERAL EDUCATION

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 101	3		
*ENG 103	3		
*MAT 140	4		
*Science	4		
REL/FNS	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		

*Must be successfully completed before taking 300/400-level courses.

ELECTIVES

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
ESL 101	4		
ESL 102	4		
ESL 104	4		
ESL 105	4		
ESL 111	4		
ESL 112	4		
ESL 114	4		
ESL 115	4		

TOTAL CREDITS:

Co-Deans

Frederika de Yampert, Ph.D., M.S.N., R.N.
Cameron Williams, D.P.T., P.T., M.S.

Faculty

Meta Bray, Assistant Professor, Nursing, M.S.N.
Judy Crotty, Assistant Professor, Nursing, M.S.N.
Frederika de Yampert, Chair, Associate Professor,
Nursing, Ph.D., M.S.N., R.N.
Geri Hawley, Instructor, Physical Therapist Assistant
Program, P.T.A., B.S.
Heidi Kaarto, Clinical Instructor, Nursing, B.S.N.
Debbie Karstu, Assistant Professor, Nursing, M.S.N.
Mark Miron, Assistant Professor, Nursing, M.S.N.
Brenda Parker, Associate Professor, Nursing, M.S.N.
Gladys Polzien, Associate Professor, Nursing, M.S.N.
Hilary Sproule, Associate Professor and Academic
Coordinator, Physical Therapist Assistant Program,
P.T., M.H.S.A.
Lori Sullivan, Assistant Professor, Nursing, B.S.N.
Johnna Therrian, Assistant Professor, Nursing, M.S.N.
Jeanne Tikkanen, Clinical Instructor, Nursing, B.S.N.
Cameron Williams, Chair, Professor, Physical Therapist
Assistant Program, P.T., D.P.T., M.S.

Mission

To provide the health care community with competent, compassionate individuals prepared through programs dedicated to academic excellence, spiritual growth, and service, with an emphasis on rural populations.

Purpose

Nursing (B.S.N.)

The Nursing program is designed to provide a balanced curriculum in Nursing and liberal studies that will prepare graduates to function as effective members of the health care team. Its mission is to prepare professional nurses dedicated to academic excellence, spiritual awareness, and the practice of nursing. The BSN program provides students with educational opportunities in a high-quality learning environment that prepares them to become competent, caring nursing professionals. The integration of learning with spirituality and ethics promotes the student's intellectual growth and personal development. Students receive theory instruction in the classroom and clinical experience in patient care in a variety of acute care and community health care settings.

Finlandia University's Nursing Department works to provide a nurturing, caring community focused on connecting theory and practice to the service of human beings. An active, collaborative partnership among students, educators, and interdisciplinary health care professionals in the rural community is an integral part of the learning experience. Through active learning, students engage in critical thinking, apply theoretical concepts, demonstrate skill competencies, and model professional values. Nursing students are taught to be responsive to the changing multicultural health care needs of our global society. The broad theoretical base of knowledge and the high level of clinical competence provide students a foundation for assuming the professional roles of leadership and practice in regional, national, and international health care settings. Graduates from the Nursing program are eligible to write the National Council Licensure Examination (NCLEX), and, upon passing, may practice as registered nurses.

Physical Therapist Assistant (A.A.S.)

The purpose of the Physical Therapist Assistant (PTA) program is to give each student the necessary education to become a competent physical therapist assistant. This is achieved through professional education and training using sequential instruction, practical clinical experiences, and strong leadership. Emphasized throughout the student experience are problem solving skills, scientific inquiry, ethics, and teamwork, as well as examination of the roles of the physical therapist and the physical therapist assistant and the boundaries between them. Also emphasized is development of professional behaviors that facilitate and enhance positive therapeutic relationships with patients, including respect and sensitivity for ethnic, cultural, and spiritual differences. Qualified clinical sites further support these ideas.

The PTA faculty members believe learning is a life long process that requires self-assessment of professional behaviors, clinical skill performance, and service to society. This requires active participation in an open, supportive environment. The faculty demonstrates attitudes necessary to support individual learning styles, maximizing each student's potential. Through the competency-based curriculum, the student is given the opportunity to learn the problem solving skills and professional behaviors necessary to become both a critical-thinking PTA and a contributing member of society.

Medical Assistant (A.A.S.)

The purpose of the Medical Assistant program is to prepare individuals dedicated to academic excellence, spiritual awareness, and the practice of clinical and administrative medical assisting. The associate of applied science degree program in Medical Assisting provides students with educational opportunities in a quality learning environment, fostering competence, compassion, and dedication to the expectations of their chosen profession. The program integrates learning with the exploration of spirituality and ethics to promote intellectual and personal growth and development.

Radiography (A.A.S. – Extended Degree Program)

Through a collaboration between Finlandia University and the Marquette General Health System (MGHS) School of Radiography, the Radiography program is dedicated to the education of entry-level radiographers. Radiographers use radiographic technologies to produce images of human body tissues, organs, bones, and vessels as prescribed by physicians for the express purpose of assisting with the diagnosis of illness or injury. The collaborative approach of Finlandia University and the MGHS School of Radiography is designed to prepare radiographers to function as proficient health care professionals who maintain a constant concern for quality patient care and technical competency in a diverse healthcare population.

The program's vision is to provide students with the highest quality education through the most efficient use of health care resources. The comprehensive and collaborative academic experience provides students with learning opportunities across a broad range of academic levels and interests. During the first year of the program, the General Education (or pre-radiography) coursework is completed on the Finlandia University campus. Upon successful admission to the MGHS School of Radiography, the student completes academic coursework in radiography at Marquette General Hospital in Marquette, Mich. The clinical coursework required in the final year of the program can be completed in Marquette or the western Upper Peninsula. Upon successful completion of the Radiography curriculum, students are awarded an associate in applied science in Radiography from Finlandia University.

Learning Outcomes

Program outcomes within the College of Health Sciences are derived from the Finlandia University core competencies known as the Finlandia Plan. Graduates from the College of Health Sciences are expected to demonstrate the ability to meet individual program outcomes.

Nursing (B.S.N.)

The Nursing program competencies are derived from Finlandia University's assessment plan (core competencies) and the competencies defined by the American Association of Colleges of Nursing in the Essentials of Baccalaureate Education for Professional Nursing Practice (1998). Program competencies serve as the exit outcomes for BSN graduates and are leveled for each academic year within the Nursing major.

The six core competencies for the BSN graduate are:

1. **Communication:** The Nursing graduate communicates effectively with persons through the use of verbal and non-verbal skills, written abilities, active listening, and informational technologies.
2. **Analytical Skills:** The Nursing graduate integrates mathematics, scientific knowledge, and research with nursing practice.
3. **Citizenship:** The Nursing graduate demonstrates the ability to meet personal needs as a mature, adaptable member within the nursing profession.
4. **Critical and Creative Thinking:** The Nursing graduate demonstrates the ability to think critically and creatively in the identification, analysis, and resolution of problems, issues, truth claims, and ethical issues.
5. **Cultural Literacy and Heritage:** The Nursing graduate understands and appreciates the humanities, social sciences, and fine arts within a global and multicultural society.
6. **Concentration in Nursing:** The Nursing graduate demonstrates the ability and commitment to practice nursing within the roles of provider and manager of care.

Physical Therapist Assistant (A.A.S.)

The Physical Therapist Assistant (PTA) program outcomes integrate the learning outcomes of the Finlandia Plan and the performance criteria of the American Physical Therapy Association's Physical Therapist Assistant Clinical Performance Instrument. At completion of the program the student will demonstrate the following:

1. The PTA graduate possesses the necessary entry-level technical skills to practice as a physical therapist assistant in a variety of practice settings.
2. The PTA graduate applies knowledge of basic sciences and physical therapy (PT) theory to the application and appropriate modification of selected PT procedures.

3. The PTA graduate communicates effectively with patients, supervisors, support personnel, and other health care team members using suitable verbal, non-verbal, and written skills.
4. The PTA graduate applies critical/creative thinking and analytical skills to make sound clinical judgments and proposals to enhance patient care.
5. The PTA graduate possesses the necessary professional behaviors to practice as a physical therapist assistant in a variety of practice settings. These behaviors include the following:
 - Commitment to Learning/Use of Constructive Feedback
 - Interpersonal Skills
 - Communication Skills
 - Critical Thinking/Problem-Solving
 - Stress Management/Effective Use of Time and Resources
 - Professionalism/Responsibility
6. The PTA graduate delivers patient care in a respectful manner that reflects sensitivity to individual differences.
7. The PTA graduate is successful in qualifying for licensure/certification/registration where required by state law.

Medical Assistant (A.A.S.)

The Medical Assistant curriculum provides the educational foundation for entry into the practice of medical assisting. Educational experiences are organized within the framework of identified collegiate competencies. Curricular content increases in scope and complexity as the medical assisting student progresses towards successful completion of each of the core competencies required for graduation from the Finlandia University Medical Assistant program.

1. Communication: The Medical Assistant graduate communicates effectively with patients, supervisors, support personnel, and other health care team members using suitable verbal, non-verbal, and written skills.
2. Analytical Skills: The Medical Assistant graduate applies knowledge of basic sciences and medical theory to the application and appropriate modification of administrative and clinical medical assisting procedures.
3. Citizenship: The Medical Assistant graduate possesses the necessary professional behaviors to

practice as a medical assistant in a variety of practice settings.

4. Critical and Creative Thinking: The Medical Assistant graduate applies critical/creative thinking and analytical skills to make sound administrative and clinical judgments to enhance patient care.
5. Cultural Heritage and Literacy: The Medical Assistant graduate delivers patient care in a respectful manner that reflects sensitivity to individual differences.
6. Concentration in Medical Assisting: The Medical Assistant graduate possesses the necessary entry-level administrative and clinical skills to practice as a medical assistant in a variety of practice settings.
7. Concentration in Medical Assisting: The Medical Assistant graduate is successful in qualifying for licensure/certification/registration.

Radiography (A.A.S. Extended Degree Program)

The primary goal of the Radiography program is to offer a core curriculum consistent with the position of the American Registry of Radiologic Technologists regarding certification in Radiologic Technology. Upon completion of the recognized and accepted academic and clinical competency curriculum for the radiography profession, the Radiography graduate will demonstrate the following:

1. Communication: The Radiography graduate will demonstrate the ability to practice oral, written, and electronic medical communication.
2. Analytical Skills : The Radiography graduate will demonstrate knowledge of human anatomy, physiology, and pathology.
3. Analytical Skills: The Radiography graduate will demonstrate the ability to apply the theories of radiologic sciences and techniques.
4. Citizenship: The Radiography graduate will demonstrate the ability to demonstrate the knowledge of medical ethics and legal issues.
5. Citizenship: The Radiography graduate will demonstrate the ability to practice radiation protection for the patient, self, and others.
6. Critical and Creative Thinking: The Radiography graduate will demonstrate the ability to anticipate and provide patient care, comfort, and safety.
7. Critical and Creative Thinking: The Radiography graduate will demonstrate the ability to perform radiographic procedures, modifying each to accommodate for the patient or situation.

8. Critical and Creative Thinking: The Radiography graduate will demonstrate the ability to exercise independent judgment and discretion in the technical performance of diagnostic imaging procedures.
9. Cultural Heritage and Literacy: The Radiography graduate will demonstrate the ability to promote life-long learning to allow for adaptation to an ever-changing environment.
10. Concentration in Radiography: The Radiography graduate will demonstrate the ability to operate radiographic instrumentation and equipment.
11. Concentration in Radiography: The Radiography graduate will demonstrate the ability to process and competently assess diagnostic images.

Accreditation and Program Requirements

Nursing (B.S.N.)

The Michigan State Board of Nursing of the Michigan Department of Consumer & Industry Services, Board of Nursing, P.O. Box 30193, Lansing, MI 48909, (517) 335-0918, approves the Nursing program.

The Nursing program is accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Washington, D.C., 20036, (202) 887-6791.

Nursing Department policies are presented in the BSN Student Handbook distributed to students upon entry into the Nursing major in the sophomore year. Students interested in progressing into the Nursing major must file an application of interest with the Nursing Department during February of the year preceding entry into the sophomore-level nursing curriculum. Transfer students are urged to contact the Nursing Department for assistance. A limited number of eligible students are accepted into the Nursing major each fall. If the number of eligible applicants exceeds the number of positions available, the faculty reserves the right to select the applicants based on academic qualifications and performance. The remaining applicants will be placed on a waiting list and are encouraged to re-apply for admission into the Nursing major the following year. Enrollment numbers in the professional Nursing major are based on state regulations for student/faculty ratios in the clinical setting and the availability of cooperating health care agencies for clinical placement.

Program Requirements: In addition to meeting the general requirements for admission to Finlandia University, students applying for entry into the sophomore year of the Nursing major must meet the following criteria:

1. Comply with the Health Requirements as outlined in the orientation packet distributed upon acceptance to the Nursing major.
2. Satisfactorily complete, or have reasonable expectations of completing, the freshman curriculum course requirements. A minimum grade of "C" is required for all pre-nursing coursework (a grade of "B-" or better is required for MAT 101).
3. Achieve a cumulative GPA at Finlandia University of 2.5 or better, or receive a GPA of 2.5 or better in coursework at other colleges or universities. Required courses may be repeated only once to be eligible for admission to the Nursing major.
4. Upon admission to the Nursing major, students are expected to enroll in all Nursing courses in sequence.
5. Students who are denied admission to the Nursing major and wish to re-apply must file an application for re-entry prior to subsequent admission deadlines.

Students progressing into the Nursing major from pre-Nursing will receive an orientation packet during the semester prior to entry. The course requirements in the BSN major are rigorous and will require more time and commitment than many other areas of study. In addition to academic coursework, the clinical component is integrated throughout the final three years of the curriculum.

Attendance in both class and clinical is mandatory. Each clinical nursing course requires a minimum of 3 hours of direct clinical experience per clinical semester credit hour per week; schedules will vary depending on the clinical assignment and/or clinical agency. Time required for travel, clinical preparation, and study prior to and after the clinical experience is additional. Students accepted into the Nursing major are required to complete three academic years and one required summer session, providing they complete all of their courses satisfactorily and in sequence.

Participation in the clinical setting requires the following:

1. Written documentation of a current criminal history check prior to entry into the clinical nursing courses.
2. Submission of the required health forms, including a recent physical examination completed by a licensed health care provider, documentation related to sensitivity or allergy to latex, and a current immunization record for tetanus/diphtheria, polio, measles, mumps, and

rubella. Proof of immunization for Hepatitis B is recommended; students who do not wish to comply must sign a waiver to decline and a release of responsibility form obtained through the Nursing Department offices.

3. Yearly documentation of a negative skin-test (2 step), or chest x-ray, for tuberculosis in accordance with CDC guidelines.
4. Evidence of current CPR training for the professional rescuer or health care provider. Training must be renewed yearly.
5. Uniforms and attire that complies with the dress code as outlined in the BSN Student Handbook. Information regarding uniforms is included in the BSN Student Orientation Packet provided upon acceptance to the Nursing major (sophomore level).
6. Although health insurance is not required, it is strongly recommended. Finlandia University and its affiliated health care agencies assume no responsibility for injuries or illnesses incurred while performing duties as a student-nurse.

Progression in the Nursing major is contingent upon the successful completion of the following:

1. Students must earn the minimally accepted grade in each Nursing course as outlined in the BSN Student Handbook. Any student not meeting this requirement may not continue in the Nursing sequence and will be required to apply for re-entry the following year. Students are advised to meet with their advisors should this situation arise.
2. Theory and clinical components must be successfully completed for all clinical courses. Theory and clinical grades are not combined.
3. Courses completed with grades below the established requirements must be repeated to become eligible for re-entry into the Nursing major. Failed courses may be repeated only once.
4. Students must receive a minimum grade of "C" in all non-Nursing courses.
5. Students must maintain a cumulative GPA of 2.5 or above throughout the Nursing curriculum.
6. Students whose grades are below the required minimums at mid-term are to meet with the instructor, academic advisor, or Nursing Department chair to discuss strategies for success.
7. Students must demonstrate professional behaviors and practices consistent with the Standards for Professional Practice as outlined in the BSN Student Handbook.

Nursing (RN-to-BSN Completion)

The instructional design of the RN-to-BSN curriculum is planned to meet the needs of the working, adult learner. Web-based, on-line instructional technologies will be utilized in conjunction with a faculty-directed independent study plan in order to provide the flexibility needed for adult learner success. Students may complete the course requirements as either full-time or part-time depending on individual needs. The RN-to-BSN program can be completed in a minimum of four (4) full-time semesters. Part-time options are available. Program requirements must be completed within seven (7) years.

Degree Requirements: Congruent with the BSN degree, students enrolled in the RN-to-BSN Completion program are required to earn a total of 124 credits, which are achieved through transfer credits, the submission of a professional portfolio, and course enrollment. Students must provide evidence of successful completion of the following:

- 46 credits (to include three credits for one Religion or Finnish Studies elective, 18 credits within the Finlandia Core, of which at least six (6) credits are at the 300-400 academic level;
- 30 credits for previously acquired clinical coursework;
- 24 credits for portfolio work (NUR 299) to include proof of an active RN license to practice in the State of Michigan; and
- 24 credits in BSN coursework at the 300-400 academic level.

In keeping with the policies set forth by the university, students receiving the BSN degree must complete 24 of the final 30 course credits at Finlandia University immediately prior to graduation (the awarding of the new degree), complete at least 30 credits at the 300/400 level at Finlandia University, and meet the General Education requirements as outlined in the university academic catalog.

Consistent with the progression policies for the BSN program, RN-to-BSN program students must maintain a minimum GPA of 2.5 throughout the program and receive the minimally accepted grade in each nursing course. All non-nursing courses must be completed with a minimum grade of "C" or above.

Entrance Requirements: Students eligible for admission to the RN-to-BSN Completion program must:

- Be eligible for admission to the university;
- Meet the requirements for the clinical component of the BSN program;
- Have graduated from a state-approved nursing program;

- Have successfully passed, or have a reasonable expectation of passing, the NCLEX-RN exam prior to entry into NUR 343Z (Transition to Professional Nursing);
- Possess an active license to practice nursing as a registered nurse in Michigan;
- Be clear of any limitations to practice nursing in the State of Michigan;
- Have completed all General Education and pre-Nursing courses with a minimum grade of “C”;
- Have attained and maintained a college GPA of 2.5 or above; and
- Have completed the basic science and math requirements including eight (8) credits of anatomy and physiology, four (4) credits of microbiology, three (3) credits of chemistry (may be waived based on the successful completion of high school chemistry and current nursing experience), and four (4) credits of intermediate algebra; or their equivalents.

Portfolio Requirements: Prior to entry in NUR 343Z (Transition to Professional Nursing), students will prepare a professional portfolio that contains the following documents. A committee comprised of Nursing faculty and the department chair will review each completed portfolio. Approved portfolios will be represented on the transcript as NUR 299 (Experiential Portfolio) with 24 credits earned. A full description of the process and required documents will be sent to students upon admission.

- Letter of introduction addressed to faculty committee
- Proof of RN licensure – copy of state-issued license to practice as a registered nurse in Michigan
- Copy of diploma granted upon successful completion of a State Board approved diploma or associate degree nursing program
- Official academic transcripts required for admission to the university
- Official criminal background check from the State of Michigan
- Proof of continuing education coursework consistent with the licensure requirements for Michigan
- Curriculum vitae-résumé reflecting work history and professional development
- Three (3) letters of reference: two (2) professional and one (1) personal
- Updated health information and proof of immunizations required for clinical practice

- Updated CPR card
- Evidence of professional liability insurance (see Nursing Department for details)
- Professional goal statement (see Nursing Department for details)
- Admission essay (see Nursing Department for details)

Physical Therapist Assistant (A.A.S.)

The Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA), 1111 North Fairfax Street, Alexandria, Virginia 22314-1488, (703) 706-3245, or FAX (703) 838-8910, accredits the Physical Therapist Assistant program. This accreditation status allows graduates to write the licensure, registration, or certification exam in states where it is required.

Admission Criteria –

A student may be admitted into the PTA program as:

- a) a high school graduate, or
- b) a transfer or pre-PTA student in a Finlandia University program.

The number of PTA graduates per year is limited to from approximately sixteen to twenty-four students. The exact number of students admitted to the PTA program is determined each year by the PTA program director and academic coordinator of clinical education. The number of students admitted must be 24 or less to ensure a minimum 125% clinical placement-to-student ratio. In addition, student-to-faculty ratio is also considered when determining the number of students to admit each year. Admissions decisions are made using a competitive admissions formula; applying by **January 1** in the winter before the intended year of study is recommended. Students applying for admission to the program will be considered without regard to race, color, national origin, sex, disability, or age.

To be eligible for the PTA program, a high school graduate must have:

1. Completed an application for admission to Finlandia University;
2. Received a high school diploma or equivalent with an overall grade point average of 3.0 (“B”) or better;
3. Completed one year of high school algebra with grades of “B” or better, or received an ACT math score of 16 or greater, or a test score of 20 or greater on a Finlandia University math placement test;
4. Completed two years of high school chemistry, biology, and/or physics with at least one year of

high school biology with a grade of “B” or better (One year of advanced biology and physics is highly recommended);

5. Completed a high school class that incorporates the use of computers (word processing, basic computer skills); and
6. Participated in a personal/telephone interview with a designated PTA faculty member. The interview will assess the student’s interpersonal, communication, and problem solving skills. Information gathered during the interview process will be used as baseline data for generic abilities that will be further developed during the PTA program.

To be eligible for admittance to the “technical phase,” pre-PTA and transfer students must meet the following admissions requirements:

1. Students must complete an application for admission to the Finlandia University PTA program. For transfer students, an official transcript must be sent to the Finlandia University Registrar.
2. Students must achieve at least a “C” (2.0) in any individual course, but must have a cumulative GPA of 2.50 in the required General Education core course work. The student must have a minimum GPA of 2.70 (“B-”) in the following courses: BIO 171 and BIO 172, or equivalents.
3. Students must have completed twenty-four documented hours of clinical observation in more than one physical therapy setting prior to the start of the technical phase coursework. (A form will be provided by the facility(s) at which you collect hours, and must be signed by each facility’s supervising physical therapist.)
4. Students must participate in a personal and/or telephone interview with a designated PTA faculty member. The interview will assess the student’s interpersonal, communication, and problem solving skills. Information gathered during the interview process will be used as baseline data for generic abilities that will be further developed during the program.

Progression Criteria: Once admitted into the technical component of the program, students must meet the following requirements to retain their position:

1. The student must maintain at least a “C” (2.0) in any individual course, but must earn a cumulative GPA of 2.5 in the required General Education course work. The student must have a minimum

of a 2.7 (“B-”) in the following courses: BIO 171 and BIO 172. Student GPAs will be reviewed on a case-by-case basis each semester to determine if student status remains PTA, or reverts to pre-PTA if the requirements are not met.

Participation in the clinical setting requires the following:

In addition to academic course work, clinical education is a significant part of the physical therapist assistant’s education, helping the student apply the learned skills, professional behaviors, and academic knowledge to the practice of physical therapy. The program has a strong clinical education program with an emphasis on rural health care experiences. During clinical education, PTA students acquire 14 weeks of full-time clinical experience at three different clinical affiliation sites. Students are required to gain exposure to diverse physical therapy settings, diagnosis groups, and patient populations. To be eligible to participate in clinical education experiences, the student must complete the following:

1. Submit evidence of current training and certification in basic first aid and CPR. Both training courses are available through the local chapter of the American Red Cross. Hospital, YMCA/YWCA, and health and fire department courses resulting in valid certification will also be accepted.
2. Submit a completed physical examination by a physician indicating that the student has no limitations that would interfere with successfully performing PTA interventions required during the PTA program technical phase. The cost of the examination is the responsibility of the student.
3. Immunizations/Health Tests. The student is required to provide a current record of a negative tuberculosis skin test. If a TB test is positive, a negative chest x-ray no older than twelve months is required. Also required is proof of immunization for rubella, rubeola (measles), and mumps. In addition, it is recommended that the student be immunized for Hepatitis B; however, in the event that the student does not want this immunization, he/she must sign a Hepatitis B Immunization Information and Release From Responsibility Form. Forms are available in the PTA Department office. The cost of these tests are the responsibility of the student.
4. Health Insurance. During the technical phase of the PTA program, the student is required to provide evidence of basic health insurance. If a student does not have such insurance, the PTA program can

recommend short-term policies and provide information from different vendors. The cost of this insurance is the responsibility of the student.

5. Uniforms. During the clinical education experiences of the “technical phase,” the student may be required to purchase a “lab” coat to be worn during the experience. One lab coat costs approximately \$30-\$40 and is the student’s responsibility.

In addition to the course requirements, the following stipulations must be met before the A.A.S. degree in PTA will be granted:

1. Achieve a 2.00 GPA in all individual courses, with a cumulative GPA of 2.5 in the required General Education course work.
2. Have a minimum grade of “B-” in BIO 171 and BIO 172, or equivalent.
3. Maintain a grade of at least a “C” in all “technical phase” courses in the second and/or third years of the PTA program.
4. Demonstrate professional behavior as defined by the physical therapy-specific generic abilities, which include commitment to learning, interpersonal skills, communication skills, problem solving, critical thinking, effective use of time and resources, responsibility, stress management, professionalism, and use of constructive feedback. The generic abilities and associated behavioral criteria are further described in the PTA Student Handbook. Satisfactory progress is demonstrated by exhibiting Beginning-level criteria by the start of the first clinical affiliation, Developing criteria by the start of the second affiliation, and Entry-level criteria at the end of the third and final affiliation

Medical Assistant (A.A.S.)

Medical Assistant program policies are presented in the Medical Assistant Student Handbook distributed to students upon entry into the technical component of the Medical Assistant program. Students who have successfully completed the first year of the Medical Assistant curriculum are required to complete a letter of application for entry into the technical component.

A limited number of eligible students are accepted into the technical component each fall, based on available clinical site placements. If the number of eligible applicants exceeds the number of positions available, the faculty reserves the right to select the applicants based on academic qualifications and performance. The remaining applicants will be placed on a waiting list and are

encouraged to apply for admission to the Medical Assistant technical component the following year. Transfer students are advised to contact the Medical Assistant program director for assistance planning their academic plans of study.

Admission Criteria: Admission to the first year of the Medical Assistant program requires the following:

1. High school GPA of 2.5 or above on a 4-point scale.
2. Completion of one year high school algebra with a grade of “C” or better.
3. Completion of two years high school science (preferably one year of biology and one year of chemistry, or any combination thereof) with grades of “C” or better.
4. Students who do not meet the above criteria are required to complete preparatory college courses with grades of “C” or better.
5. College-level equivalents must be successfully completed with grades of “C” or better.
6. Students who have completed the General Education Diploma (GED) and meet the admission criteria for the university will be considered on an individual basis.

Progression Criteria: Progression into the technical component (second year) of the program requires the following:

1. Successful completion of the first-year Medical Assistant curriculum with a GPA of 2.5 or above.
2. Successful completion of all required coursework with grades of “C” or better. Required courses may be repeated only once.
3. Obtain a complete physical exam indicating no limitations that would interfere with performing the technical and physical skills required for medical assistants.
4. Current record of immunizations as recommended by the CDC.
5. Current certifications in CPR for Professional Rescuers and basic first aid.
6. A clear criminal background check must be obtained at least 30 days prior to entering the technical component of the program (second year).

Once admitted into the technical component of the program, students are required to:

1. Maintain a GPA of 2.5 and earn at least a “C” in all courses. Required courses may be repeated only once.

2. Complete all sequentially numbered courses in order. Note: some courses are only offered once per year. All pre-requisite courses must be successfully completed prior to entering the final externships.
3. Demonstrate the professional and academic behaviors as outlined in the program competencies.

Participation in the clinical setting requires the following:

1. Written documentation of a current criminal history check prior to entry into the technical component of the Medical Assistant program.
2. Submission of the required health forms, including a recent physical examination completed by a licensed health care provider, documentation related to sensitivity or allergy to latex, and a current immunization record for tetanus/diphtheria, polio, measles, mumps, and rubella. Proof of immunization for Hepatitis B is recommended; students who do not wish to comply must sign a waiver to decline and a release of responsibility form obtained through the Medical Assistant program office.
3. Yearly documentation of a negative skin-test, or chest x-ray, for tuberculosis in accordance with CDC guidelines.
4. Evidence of current CPR training for the professional rescuer or health care provider.
5. Uniforms and attire that complies with the dress code as outlined in the Medical Assistant Student Handbook.
6. Although health insurance is not required, it is strongly recommended. Finlandia University and its affiliated health care agencies assume no responsibility for injuries or illnesses incurred while performing duties as a Medical Assistant student.

Radiography (A.A.S. - Extended Degree Program)

The Radiography program is accredited through the Marquette General Health System (MGHS) School of Radiography, received from the Joint Review on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, IL 60660-3182.

Application Process

Application to the Radiography A.A.S. - Extended Degree program through Finlandia University can be made at any time. Students are initially admitted to the pre-radiography program contingent on meeting the

eligibility criteria. In collaboration with the Marquette General Health System School of Radiography, the program seeks to admit students who can provide evidence of the potential to succeed in the health care profession of Radiologic Sciences. Applicants who meet the following criteria will be fully considered for admission into the MGHS School of Radiography on an individual basis. Admission to the School of Radiography is highly competitive. Enrollment is limited to those students who successfully complete the three-step admission process and is based on the number of available clinical site placements.

Admission Criteria: Admission to the pre-Radiography curriculum requires the following:

1. High school GPA of 2.5 or above on a 4.0 scale
2. Completion of one year high school algebra with a grade of “C” or better.
3. Completion of two years high school science (preferably one year biology and one year of chemistry, or any combination thereof) with grades of “C” or better.
4. Students who do not meet the above criteria are required to complete preparatory college courses with grades of “C” or better.
5. College-level equivalents must be successfully completed with grades of a “C” or better.
6. Students who have completed the General Education Diploma (GED) and meet the admission criteria for the university will be considered on an individual basis.

Progression into the MGHS School of Radiography:

Successful candidates for admission to the School of Radiography must:

1. Follow the three-step admission process as outlined by the MGHS School of Radiography available on the MGHS website at www.mgh.org/education/radsch/index.html
2. Complete all pre-requisite General Education courses with a cumulative GPA of 2.5 or above and a minimum grade of “C” in ENG104 (College English II), BIO171 (Human Anatomy and Physiology I), and BIO172 (Human Anatomy and Physiology II).
3. Never have been convicted of a crime (misdemeanor, gross misdemeanor, or felony – the only exceptions being speeding and parking violations). Conviction of a crime may affect a student’s eligibility for licensure by the American Registry of Radiologic Technology (ARRT).

4. Complete 3 hours of job shadowing in a Diagnostic Imaging Department.
5. Meet the Performance Standards and Work Capacity for the profession of Diagnostic Imaging.
6. Complete a physical examination by a licensed health care provider.
7. Provide documentation related to sensitivity or allergy to latex, and a current immunization record for tetanus/diphtheria, polio, measles, mumps, and rubella in accordance with the CDC guidelines for health care workers. Proof of immunization for Hepatitis B is recommended; students who do not wish to comply must sign a waiver to decline and a release of responsibility form obtained through the Nursing/Radiography program office.
8. Provide yearly documentation of a negative tuberculosis skin-test (2-step) in accordance with CDC guidelines.
9. Provide evidence of current CPR training for the professional rescuer or health care provider.
10. Participate in a personal interview with the MGHS School of Radiography Admissions Committee.

Career Opportunities

Nursing (B.S.N.)

Community and Home Health Nursing

Home Health	Occupational Health
Outpatient Clinic	Physician's Office
Community Health	Red Cross
Hospice	Schools
Case Management	

Hospital Nursing

Critical Care	Emergency Department
Medical	Obstetrics
Oncology	Orthopedic
Outpatient Surgery	Pediatric
Psychiatric/Mental Health	Rehabilitation
Surgical	Long Term Care
Skilled Nursing Facilities	

Physical Therapist Assistant (A.A.S.)

Hospital Systems

Acute Care	Burn Care
Home Health	Industrial Rehabilitation
Medical & Surgical Rehabilitation	Neurological Rehabilitation
Oncology	Orthopedic Rehabilitation
Outpatient	Pediatric Rehabilitation

Orthopedic and Sports Medicine Centers

Industrial Rehabilitation	Orthopedic Rehabilitation
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Private Practice

Home Health	Industrial Rehabilitation
Neurological Rehabilitation	Orthopedic Rehabilitation

Public Health Department

Home Health	Neurological Rehabilitation
Orthopedic Rehabilitation	

Schools and Education

Neurological Rehabilitation	Orthopedic Rehabilitation
Pediatric Rehabilitation	Research
Teaching	

Skilled Nursing Facilities

Long Term Care	Neurological Rehabilitation
Orthopedic Rehabilitation	

Wellness Programs

Adult Day Care	Assisted Living Centers
Physical Fitness	Recreation Programs

Medical Assistant (A.A.S.)

Physicians' Offices	Hospitals
Long Term Care	Outpatient Clinics
Community Health Centers	
Specialized Health Care Centers	
Ophthalmic Medical Assistant	
Optometric Assistant	
Podiatric Medical Assistant	

Radiology (A.A.S.)

Hospitals	Long Term Care
Outpatient Clinics	Physician's Offices
Industrial Health Clinics	
Commercial Sales	
Veteran's Affairs Health Care Centers	

BACHELOR OF SCIENCE - NURSING - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS		(38)	NURSING PROGRAM REQUIREMENTS		(69)
Finlandia Foundations:			NUR 200	Pharmacology	3
*ENG 103	College English I	3	NUR 202	Health Assessment/Interviewing	3
*ENG 104	College English II	3	NUR 204	Introduction to Nursing Practice	6
*BIO 171	Anatomy and Physiology I	4	NUR 205	Application of Nursing Practice	2
*MAT 140 (or higher)	Intermediate Algebra	4	NUR 206	Pathophysiology	3
CIS 102 (or higher)	Intro. Computer Applications	3	NUR 300	Mental Health Nursing	6
REL/FNS	Religion or Finnish Studies	3	NUR 302	Maternal/Newborn Nursing	6
+ Finlandia Core:			NUR 304	Pediatric Nursing	6
Citizenship	SOC 201 General Sociology (or higher)	6	NUR 306	Diagnostics/Therapeutics	2
Critical/Creative Thinking	PSY 201 General Psychology (or higher)	6	NUR 310	Adult Medical/Surgical Nursing	8
Cultural Heritage/Literacy	Two Thematic Courses	6	NUR 312	Nursing Theory	2
PROGRAM REQUIREMENTS OUTSIDE MAJOR		(18)	NUR 318	Nursing Research/Statistics	3
*BIO 172	Anatomy and Physiology II	4	NUR 400	Acute and Urgent Clinical Nur. (summer)	3
BIO 273	Microbiology	4	NUR 402	Nursing Management/Leadership	6
CHM 145	Chemistry for Living Systems	3	NUR 404	Issues in Professional Nursing	2
HSC 112	Medical Terminology	1	NUR 406	Community Nursing	6
HSC 200	Nutrition in Health	3	NUR 408	Nursing Capstone	2
PSY 343	Growth and Development	3	^ NUR 301	Finlandia Connection	3

TOTAL CREDITS: 125

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

^ Elective Nursing Course — can satisfy Cultural Heritage/Literacy Core requirement.



College of Health Sciences

BACHELOR OF SCIENCE - NURSING - SUGGESTED COURSE SEQUENCE 2009-2010

FIRST SEMESTER - FALL

*BIO 171	Anatomy and Physiology I	4
CHM 145	Chemistry of Living Systems	3
CIS 102 (or higher)	Intro to Computer Applications	3
*ENG 103	College English I	3
PSY 201 OR	General Psychology OR	3
SOC 201	General Sociology	3

16 CREDITS

SECOND SEMESTER - SPRING

*BIO 172	Anatomy and Physiology II	4
*ENG 104	College English II	3
HSC 112	Medical Terminology (Online)	1
*MAT 140 (or higher)	Intermediate Algebra	4
SOC 201 OR	General Sociology OR	3
PSY 201	General Psychology	3

15 CREDITS

THIRD SEMESTER - FALL

HSC 200	Nutrition and Health	3
NUR 200	Pharmacology	3
NUR 202	Health Assessment/Interviewing	3
NUR 204	Intro to Nursing Practice	6

15 CREDITS

FOURTH SEMESTER - SPRING

BIO 273	Microbiology	4
NUR 205	Application of Nursing Practice (clinic)	2
NUR 206	Pathophysiology	3
NUR 300	Mental Health Nursing	6

15 CREDITS

SUMMER SEMESTER - SUMMER

NUR 301	Finlandia Connection	3
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Note: Can be taken to satisfy one 3-credit general elective requirement.

3 CREDITS

SIXTH SEMESTER - SPRING

NUR 306	Diagnostics/Therapeutics	2
NUR 310	Adult Medical/Surgical Nursing	8
NUR 318	Nursing Research/Statistics	3
Elective	Finlandia Core Elective	3

16 CREDITS

FIFTH SEMESTER - FALL

NUR 302	Maternal/Newborn Nursing	6
NUR 304	Pediatric Nursing	6
NUR 312	Nursing Theory	2
PSY 343	Growth and Development	3

17 CREDITS

EIGHTH SEMESTER - SPRING

NUR 406	Community Nursing	6
NUR 408	Nursing Capstone	2
Elective	Finlandia Core Elective	3
Elective	Finlandia Core Elective	3

14 CREDITS

SUMMER SEMESTER - SUMMER

NUR 400	Acute and Urgent Clinical Nur.	3
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3 CREDITS

SEVENTH SEMESTER - FALL

NUR 402	Nursing Management/Leadership	6
NUR 404	Issues in Professional Nursing	2
REL/FNS	Religion or Finnish Studies	3
Elective	Finlandia Core Elective	3

14 CREDITS

GENERAL EDUCATION AND PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade
*ENG 103	3			NUR 200	3		
*ENG 104	3			NUR 202	3		
*BIO 171	4			NUR 204	6		
*MAT 140 (or higher)	4			NUR 205	2		
CIS 102	3			NUR 206	3		
REL/FNS	3			NUR 300	6		
PSY 201	3			NUR 301	3		
SOC 201	3			NUR 302	6		
Citizenship	3			NUR 304	6		
Crit./Creat. Thinking	3			NUR 306	2		
Heritage/Literacy	3			NUR 312	2		
Heritage/Literacy	3			NUR 318	3		
BIO 172	4			NUR 310	8		
BIO 273	4			NUR 400	3		
CHM 145	3			NUR 402	6		
HSC 112	1			NUR 404	2		
HSC 200	3			NUR 406	6		
PSY 343	3			NUR 408	2		

* Must be successfully completed before taking 300/400-level courses.

OTHER ELECTIVES

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS: _____

BACHELOR OF SCIENCE - NURSING, RN-TO-BSN COMPLETION - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(38)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*BIO 171	Anatomy and Physiology I	4
*MAT 140 (or higher)	Intermediate Algebra	4
CIS 102 (or higher)	Intro to Computer Applications	3
REL/FNS	Religion or Finnish Studies	3

+ Finlandia Core:

Citizenship	SOC 201 General Sociology (or higher)	6
Critical/Creative Thinking	PSY 201 General Psychology (or higher)	6
Cultural Heritage/Literacy	Two Thematic Courses	6

PROGRAM REQUIREMENTS OUTSIDE MAJOR

(8)

*BIO 172	Anatomy and Physiology II	4
BIO 273	Microbiology	4

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

REQUIRED CLINICAL NURSING COURSEWORK

(30)

A maximum of 30 credits will be awarded for previously acquired clinical skills obtained through a State Board approved Associate Degree or Diploma nursing program.

NUR 299 EXPERIENTIAL LEARNING

(24)

The submission of a portfolio is required to receive 24 credits for NUR 299 (Experiential Learning). Contact the Nursing Department for details.

NURSING PROGRAM REQUIREMENTS

(24)

NUR 343	Transition to Professional Practice	3
NUR 348	Nursing Research/Statistics	3
^ NUR 442	Nursing Management/Leadership	6
^ NUR 446	Community Nursing	6
NUR 460	Nursing Capstone	2

PLUS 4 CREDITS FROM THE FOLLOWING:

NUR 301	Finlandia Connection	3
NUR 345	Pharmacology for the RN	2
NUR 346	Diagnostics/Therapeutics	2
NUR 347	Pathophysiology for the RN	2
NUR 349	Spirituality in Health Care	2
NUR 350	Perspectives in Nursing	2

TOTAL CREDITS: 124

^ Requires a clinical component



College of Health Sciences

BACHELOR OF SCIENCE - NURSING, RN-TO-BSN COMPLETION - SUGGESTED PART-TIME COURSE SEQUENCE 2009-2010

FIRST SEMESTER		8-II CREDITS	SECOND SEMESTER		8-II CREDITS
NUR 343	Transition to Professional Practice	3	NUR 348	Nursing Research/Statistics	3
NUR _____	Nursing Elective	2	NUR _____	Nursing Elective	2
Elective	REL/FNS/Finlandia Core Elective	3-6	Elective	REL/FNS/Finlandia Core Elective	3-6
THIRD SEMESTER		9-12 CREDITS	FOURTH SEMESTER		8 CREDITS
NUR 442	Nursing Management/Leadership	6	NUR 446	Community Nursing	6
Elective	REL/FNS/Finlandia Core Elective	3-6	NUR 460	Nursing Capstone	2

Note: General Education courses, excluding 300-level electives, must be completed prior to initiating RN-to-BSN Completion course sequence.

Note: See Nursing Department for details on full-time and alternate part-time options. Students electing to take two (2) courses per semester will require 6-7 semesters for program completion.

GENERAL EDUCATION AND PROGRAM CHECKLIST

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>	<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	3			Pre. Clin. Coursework	30		
*ENG 104	3			NUR 299	24		
*BIO 171	4			+ NUR 301	3		
*MAT 140	4			NUR 343	3		
CIS 102	3			+ NUR 345	2		
REL/FNS	3			+ NUR 346	2		
SOC 201	3			+ NUR 347	2		
PSY 201	3			NUR 348	3		
Citizenship	3			+ NUR 349	2		
Crit./Creat. Thinking	3			+ NUR 350	2		
Heritage/Literacy	3			^ NUR 442	6		
Heritage/Literacy	3			^ NUR 446	6		
*BIO 172	4			NUR 460	2		
BIO 273	4						

* Must be successfully completed before taking 300/400-level courses.

+ Select two (2) Nursing electives for a total of 24 required credits.

^ Requires a clinical component.

OTHER ELECTIVES

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>	<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
Total Credits							

ASSOCIATE IN APPLIED SCIENCE - PHYSICAL THERAPIST ASSISTANT - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS		(26)	PRE-PTA REQUIREMENTS		(38)
Finlandia Foundations:			MAJOR REQUIREMENTS:		
*ENG 103	College English I	3	PTA 200	Functional Anatomy	3
*ENG 104	College English II	3	PTA 205	Functional Activities	1
*MAT 140 (or higher)	Intermediate Algebra	4	PTA 210	Therapeutic Exercise	2
*BIO 171	Anatomy and Physiology I	4	PTA 211	Clinical Orthopedics	2
CIS 102/202 or CPT202	Computer Applications	3	PTA 215	Therapeutic Modalities I	3
REL/FNS	Religion or Finnish Studies	3	PTA 216	Therapeutic Modalities II	2
Finlandia Core:			PTA 217	Therapeutic Procedures	1
Citizenship	PHL 212 Ethics: Theory and Practice	3	PTA 220	Tests and Measures	1
Critical/Creative Thinking	PSY 201 General Psychology	3	PTA 223	Clinical Preparation	2
PROGRAM REQUIREMENTS OUTSIDE MAJOR		(9)	PTA 224	Clinical Practice	4
BIO 172	Anatomy and Physiology II	4	PTA 226	Clinical Prep. and Special Topics	2
HSC 112	Medical Terminology	1	PTA 235	Patient Handling and Massage	1
PTA 101	Introduction to Physical Therapy	1	PTA 245	Neurologic Rehab. through the Lifespan	4
HSC 260	Pathological Conditions	2	PTA 250	Geriatric PTA	2
**UNS 100	Finlandia Success Seminar	1	PTA 290	Clinical Education I	2
*Must be successfully completed before taking 300/400-level courses.			PTA 291	Clinical Education II (cont.)	2
**Required for students with less than 24 earned college-level credits.			PTA 292	Clinical Education III	4
					TOTAL CREDITS: 73



College of Health Sciences

ASSOCIATE IN APPLIED SCIENCE - PHYSICAL THERAPIST ASSISTANT - SUGGESTED COURSE SEQUENCE 2009-2010 THREE-YEAR PREFERRED SCHEDULE

FIRST SEMESTER - FALL		12 CREDITS	SECOND SEMESTER - SPRING		12 CREDITS
*ENG 103	College English I	3	BIO 172	Anatomy and Physiology II	4
*BIO 171	Anatomy and Physiology I w/ Lab	4	*ENG 104	College English II	3
PSY 201	General Psychology	3	HSC 112	Medical Terminology	1
PTA 101	Intro. to Physical Therapy	1	*MAT 140 (or higher)	Intermediate Algebra	4
**UNS 100	Finlandia Success Seminar	1			
THIRD SEMESTER - FALL		12 CREDITS	FORTH SEMESTER - SPRING		12 CREDITS
PTA 200	Functional Anatomy	3	PTA 217	Therapeutic Procedures	1
PTA 220	Tests and Measures	1	PTA 235	Patient Handling and Massage	1
HSC 260	Pathological Conditions	2	PTA 250	Geriatric PTA	2
CIS/CPT	CIS 102, 202 or CPT 202	3	PHL 212	Ethics: Class. Theories and Cont. Issues	3
^ Elective	PSY 343 recommended	3	REL/FNS	Religion or Finnish Studies	3
			^ Elective	PSY 344 recommended	3
FIFTH SEMESTER - FALL		12 CREDITS	SIXTH SEMESTER - SPRING		12 CREDITS
PTA 205	Functional Activities	1	PTA 211	Clinical Orthopedics	2
PTA 210	Therapeutic Exercise	2	PTA 216	Therapeutic Modalities II	2
PTA 215	Therapeutic Modalities I	3	PTA 226	Clinical Prep. and Special Topics	2
PTA 223	Clinical Preparation	2	PTA 245	Neurologic Rehab. through the Lifespan	4
PTA 224	Clinical Practice	4	PTA 290	Clinical Education I	2
SEVENTH SEMESTER - SUMMER		6 CREDITS			
PTA 291	Clinical Education II (cont.)	2			
PTA 292	Clinical Education III	4			

*Must be successfully completed before taking 300/400-level courses.

**Required for students with less than 24 earned college level credits.

^ Suggested course for student to qualify for full financial aid eligibility, not PTA program requirements.

GENERAL EDUCATION REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
Finlandia Foundations:			
*ENG 103	3		
*ENG 104	3		
*BIO 171	4		
*MAT	4		
CIS/CPT	3		
REL/FNS	3		

* Must be successfully completed before taking 300/400-level courses.

Finlandia Core:

PHL 212	3		
PSY 201	3		

PTA PROGRAM REQUIREMENTS OUTSIDE MAJOR

BIO 172	4		
HSC 112	1		
HSC 260	2		
PTA 101	1		
**UNS 100	1		

**Required for students with less than 24 earned college-level credits.

OPEN ELECTIVES CHECKLIST

^ PSY 343	3		
^ PSY 344	3		

^ Suggested course for student to qualify for full financial aid eligibility, not a program requirement.

PTA PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
PTA 200	3		
PTA 205	1		
PTA 210	2		
PTA 211	2		
PTA 215	3		
PTA 216	2		
PTA 217	1		
PTA 220	1		
PTA 223	2		
PTA 224	4		
PTA 226	2		
PTA 235	1		
PTA 245	4		
PTA 250	2		
PTA 290	2		
PTA 291	2		
PTA 292	4		

TOTAL CREDITS: _____

ASSOCIATE IN APPLIED SCIENCE - PHYSICAL THERAPIST ASSISTANT - ACADEMIC PROGRESS SHEET 2009-2010

<u>GENERAL EDUCATION REQUIREMENTS</u>		(26)	<u>PRE-PTA REQUIREMENTS</u>		(38)
Finlandia Foundations:			Major Requirements:		
*ENG 103	College English I	3	PTA 200	Functional Anatomy	3
*ENG 104	College English II	3	PTA 205	Functional Activities	1
*MAT 140 (or higher)	Intermediate Algebra	4	PTA 210	Therapeutic Exercise	2
*BIO 171	Anatomy and Physiology I	4	PTA 211	Clinical Orthopedics	2
CIS 102/202 or CPT202	Computer Applications	3	PTA 215	Therapeutic Modalities I	3
REL/FNS	Religion or Finnish Studies	3	PTA 216	Therapeutic Modalities II	2
Finlandia Core:			PTA 217	Therapeutic Procedures	1
Citizenship	PHL 212 Ethics: Theory and Practice	3	PTA 220	Tests and Measures	1
Critical/Creative Thinking	PSY 201 General Psychology	3	PTA 223	Clinical Preparation	2
<u>PROGRAM REQUIREMENTS OUTSIDE MAJOR</u>			PTA 224	Clinical Practice	4
BIO 172	Anatomy and Physiology II	4	PTA 226	Clinical Prep. and Special Topics	2
HSC 112	Medical Terminology	1	PTA 235	Patient Handling and Massage	1
PTA 101	Introduction to Physical Therapy	1	PTA 245	Neurologic Rehab. through the Lifespan	4
HSC 260	Pathological Conditions	2	PTA 250	Geriatric PTA	2
**UNS 100	Finlandia Success Seminar	1	PTA 290	Clinical Education I	2
			PTA 291	Clinical Education II (cont.)	2
			PTA 292	Clinical Education III	4
*Must be successfully completed before taking 300/400-level courses.					
**Required for students with less than 24 earned college-level credits.					
			TOTAL CREDITS: 73		



College of Health Sciences

ASSOCIATE IN APPLIED SCIENCE - PHYSICAL THERAPIST ASSISTANT - SUGGESTED COURSE SEQUENCE 2009-2010 ACCELERATED TWO-YEAR SCHEDULE

FIRST SEMESTER - FALL		16 CREDITS	SECOND SEMESTER SPRING		17 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*BIO 171	Anatomy and Physiology I w/ Lab	4	BIO 172	Anatomy and Physiology II w/ Lab	4
*MAT 140 (or higher)	Intermediate Algebra	4	HSC 112	Medical Terminology	1
PSY 201	General Psychology	3	PHL 212	Ethics: Theory and Practice	3
PTA 101	Intro. to Physical Therapy	1	REL/FNS	Religion or Finnish Studies	3
**UNS 100	Finlandia Success Seminar	1	CIS/CPT	CIS 102, 202 or CPT 202	3
THIRD SEMESTER - FALL		18 CREDITS	FOURTH SEMESTER SPRING		16 CREDITS
PTA 200	Functional Anatomy	3	PTA 211	Clinical Orthopedics	2
PTA 205	Functional Activities	1	PTA 217	Therapeutic Procedures	1
PTA 210	Therapeutic Exercise	2	PTA 216	Therapeutic Modalities II	2
PTA 215	Therapeutic Modalities I	3	PTA 226	Clinical Prep. and Special Topics	2
PTA 220	Tests and Measures	1	PTA 235	Patient Handling and Massage	1
PTA 223	Clinical Preparation	2	PTA 245	Neurologic Rehab. through the Lifespan	4
PTA 224	Clinical Practice	4	PTA 250	Geriatric PTA	2
HSC 260	Pathological Conditions	2	PTA 290	Clinical Education I	2
FIFTH SEMESTER - SUMMER		6 CREDITS	*Must be successfully completed before taking 300/400-level courses. **Required for students with less than 24 earned college-level credits.		
PTA 291	Clinical Education II (cont.)	2			
PTA 292	Clinical Education III	4			

GENERAL EDUCATION REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
Finlandia Foundations:			
*ENG 103	3		
*ENG 104	3		
*BIO 171	4		
*MAT 140	4		
CIS/CPT	3		
REL/FNS	3		

* Must be successfully completed before taking courses at the 300/400 level.

Finlandia Core:

PHL 212	3		
PSY 201	3		

PTA PROGRAM REQUIREMENTS OUTSIDE MAJOR

BIO 172	4		
PTA 101	1		
HSC 112	1		
HSC 260	2		
**UNS 100	1		

**Required for students with less than 24 earned college-level credits.

PTA PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
PTA 200	3		
PTA 205	1		
PTA 210	2		
PTA 211	2		
PTA 215	3		
PTA 216	2		
PTA 217	1		
PTA 220	1		
PTA 223	2		
PTA 224	4		
PTA 226	2		
PTA 235	1		
PTA 245	4		
PTA 250	2		
PTA 290	2		
PTA 291	2		
PTA 292	4		

TOTAL CREDITS: _____

ASSOCIATE IN APPLIED SCIENCE - MEDICAL ASSISTANT - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(26)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*MAT 130 (or higher)	General Math or Algebra	4
*BIO 171	Anatomy and Physiology I	4
CIS 102 (or higher)	Intro. Computer Applications	3
REL/FNS	Religion or Finnish Studies	3

Finlandia Core:

+ Citizenship	PHL 212 Ethics: Theory and Practice	3
+ Critical/Creative Thinking	PSY 201 General Psychology	3

PROGRAM REQUIREMENTS OUTSIDE MAJOR

(7)

BIO 172	Anatomy and Physiology II	4
BUS 201	Principles of Accounting I	3

*Must be successfully completed before taking 300/400-level courses.

+ Required for Medical Assistant program.

MEDICAL ASSISTANT PROGRAM REQUIREMENTS

(38)

HEALTH SCIENCE COURSES:

(9)

HSC 118	Medical Terminology for Health Care	3
HSC 240	Pharmacology for Allied Health	2
HSC 246	Law and Ethics for Health Professions	2
HSC 260	Pathological Conditions	2

MEDICAL ASSISTANT COURSES:

(29)

MAS 205	MA Administrative Procedures	4
MAS 210	Medical Insurance Billing and Coding	3
MAS 212	Medical Transcription	2
MAS 221	MA Lab Procedures I	2
MAS 222	MA Clinical Procedures I	4
MAS 231	MA Lab Procedures II	3
MAS 232	MA Clinical Procedures II	3
MAS 241	MA Administrative Externship	4
MAS 242	MA Clinical Externship	4

TOTAL CREDITS: 71



College of Health Sciences

ASSOCIATE IN APPLIED SCIENCE - MEDICAL ASSISTANT - SUGGESTED COURSE SEQUENCE 2009-2010

FIRST SEMESTER - FALL

		17 CREDITS
*ENG 103	College English I	3
*MAT 130 (or higher)	Business Math	4
*BIO 171	Anatomy and Physiology I w/ Lab	4
CIS 102	Intro. Computer Applications	3
+ PSY 201	General Psychology	3

THIRD SEMESTER - SUMMER

		8 CREDITS
HSC 240	Pharmacology for Allied Health	2
HSC 246	Law and Ethics for Health Professions	2
MAS 205	MA Administrative Procedures	4

FOURTH SEMESTER - FALL

		16 CREDITS
BUS 201	Principles of Accounting I	3
HSC 260	Pathological Conditions	2
MAS 210	Medical Insurance Billing and Coding	3
MAS 212	Medical Transcription	2
MAS 221	MA Lab Procedures I	2
MAS 222	MA Clinical Procedures I	4

SECOND SEMESTER SPRING

		16 CREDITS
*ENG 104	College English II	3
BIO 172	Anatomy and Physiology II w/ Lab	4
+ PHL 212	Ethics: Theory and Practice	3
HSC 118	Medical Terminology for Health Care	3
REL/FNS	Religion/Finnish Studies	3

FIFTH SEMESTER SPRING

		14 CREDITS
MAS 231	MA Lab Procedures II	3
MAS 232	MA Clinical Procedures II	3
MAS 241	MA Administrative Externship	4
MAS 242	MA Clinical Externship	4

*Must be successfully completed before taking 300/400-level courses.

GENERAL EDUCATION REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
Finlandia Foundations:			
*ENG 103	3		
*ENG 104	3		
*BIO 171	4		
*MAT 130	4		
CIS 102	3		
REL/FNS	3		
Finlandia Core:			
+ PSY 201	3		
+ PHL 212	3		

OTHER PROGRAM REQUIREMENTS

BIO 172	4		
BUS 201	3		

OTHER COURSES

HEALTH SCIENCE COURSES

Course	Credits	Sem./Yr.	Grade
HSC 118	3		
HSC 240	2		
HSC 246	2		
HSC 260	2		

MEDICAL ASSISTING COURSES

MAS 205	4		
MAS 210	3		
MAS 212	2		
MAS 221	2		
MAS 222	3		
MAS 231	4		
MAS 232	3		
MAS 241	4		
MAS 242	4		

TOTAL CREDITS: _____

* Must be successfully completed before taking courses at the 300/400 level.

ASSOCIATE IN APPLIED SCIENCE - RADIOGRAPHY - ACADEMIC PROGRESS SHEET 2009-2010

<u>GENERAL EDUCATION REQUIREMENTS</u>		(26)	<u>RADIOGRAPHY REQUIREMENTS</u>		(60)	
Finlandia Foundations:			**RAD 261	Radiation Biology and Protection	2	
*ENG 103	College English I	3	**RAD 262	Methods of Patient Care	2	
*ENG 104	College English II	3	**RAD 263	Clinical Practicum I	7	
*MAT 140 (or higher)	Intermediate Algebra	4	**RAD 264	Radiographic Procedures I	4	
*BIO 171	Anatomy and Physiology I	4	**RAD 265	Principles of Radiation Production and Equipment	2	
CIS 102 (or higher)	Computer Applications	3	**RAD 266	Clinical Practicum II	7	
REL/FNS	Religion or Finnish Studies	3	**RAD 267	Radiography Procedures II	6	
Finlandia Core:			RAD 361	Diagnostic Image Production	2	
+ Citizenship	PHL 212 Ethics: Theory and Practice	3	RAD 362	Sectional Imaging and Anatomy	2	
+ Critical/Creative Thinking	PSY 201 General Psychology	3	***RAD 363	Clinical Practicum III	4	
<u>PROGRAM REQUIREMENTS OUTSIDE MAJOR</u>			(8)	RAD 364	Image Processing and Quality Management	2
BIO 172	Anatomy and Physiology II	4	RAD 365	Radiographic Pathology	2	
CHM145	Chemistry of Living Systems	3	***RAD 366	Clinical Practicum IV	9	
HSC 112	Medical Terminology	1	RAD 367	Issues in Radiography	1	
			RAD 368	Clinical Practicum V	8	

TOTAL CREDITS: 94

*Must be successfully completed before taking 300/400-level courses.

+ Required for Radiography program.

** Courses are taught off-site at Marquette General Hospital, Marquette, MI

***Clinical practicum courses are offered in either Marquette or western Upper Peninsula



College of Health Sciences

ASSOCIATE IN APPLIED SCIENCE - RADIOGRAPHY - SUGGESTED COURSE SEQUENCE 2009-2010

FIRST SEMESTER - FALL		16 CREDITS	SECOND SEMESTER - SPRING		18 CREDITS
*ENG 103	College English I	3	*ENG104	College English II	3
*BIO 171	Anatomy and Physiology I w/ Lab	4	BIO 172	Anatomy and Physiology II w/ Lab	4
CHM 145	Chemistry of Living Systems	3	HSC 112	Medical Terminology	1
CIS 102 (or higher)	Intro to Computer Applications	3	*MAT 140	Intermediate Algebra	4
+ PSY 201	General Psychology	3	+ PHL 212	Ethics: Theory and Practice	3
			REL/FNS	Religion/Finnish Studies	3
THIRD SEMESTER - FALL		15 CREDITS	FORTH SEMESTER - SPRING		15 CREDITS
RAD 261	Radiation Biology and Protection	2	RAD 265	Principles of Rad. Prod. and Equip.	2
RAD 262	Methods of Patient Care	2	RAD 266	Clinical Practicum II	7
RAD 263	Clinical Practicum I	7	RAD 267	Radiographic Procedures II	6
RAD 264	Radiographic Procedures I	4	RAD 367	Issues in Radiography (Part A)	-
FIFTH SEMESTER - SUMMER		4 CREDITS	SEVENTH SEMESTER - SPRING		13 CREDITS
RAD 363	Clinical Practicum III	4	RAD 364	Image Processing and Quality Mgt.	2
RAD 367	Issues in Radiography (Part B)	-	RAD 365	Radiographic Pathology	2
SIXTH SEMESTER - FALL		13 CREDITS	RAD 368	Clinical Practicum V	8
RAD 361	Diagnostic Image Production	2	RAD 367	Issues in Radiography (Final)	1
RAD 362	Sectional Imaging and Anatomy	2			
RAD 366	Clinical Practicum IV	9			
RAD 367	Issues in Radiography (Part C)	-			

TOTAL CREDITS: 94

* Must be successfully completed before taking courses at the 300- or 400- level.

^ Suggested course for student to qualify for full financial aid eligibility, not PTA program requirements.

GENERAL EDUCATION REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
Finlandia Foundations:			
*ENG 103	3		
*ENG 104	3		
*BIO 171	4		
*MAT 140	4		
CIS 102	3		
REL/FNS	3		
Finlandia Core:			
+ PHL 212	3		
+ PSY 201	3		

OTHER PROGRAM REQUIREMENTS

BIO 172	4		
CHM 145	3		
HSC 112	1		

OTHER COURSES

RADIOGRAPHY PROGRAM REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
RAD 261	2		
RAD 262	2		
RAD 263	7		
RAD 264	4		
RAD 265	2		
RAD 266	7		
RAD 276	6		
RAD 361	2		
RAD 362	2		
RAD 363	4		
RAD 364	2		
RAD 365	2		
RAD 366	9		
RAD 367	1		
RAD 368	8		

TOTAL CREDITS: _____

*Must be successfully completed before taking courses at the 300- or 400- level.

+ Required for program

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International School of Art & Design (ISAD)

Dean

Denise Vandeville, Assistant Professor, M.F.A.

Faculty

Yueh-mei Cheng, Associate Professor, M.F.A.

Phyllis Fredendall, Associate Professor, M.F.A.

Paul Patrick Loduha, Associate Professor, M.F.A.

Jonathan Soper, Instructor, B.A.S.T.A.

Denise Vandeville, Assistant Professor, M.F.A.

Purpose

The purpose of the Art & Design program at Finlandia University is to provide a balanced curriculum in visual arts and 2D/3D design, with a liberal studies core, that reinforces the artistic experiences of students. The program prepares graduates for careers in a steadily changing world by providing foundations in entrepreneurship, sustainability, and business practices related to art and design.

Learning Outcomes

Ceramic Design

In the transition from academics to professional practice, Finlandia ceramic design students will be prepared to:

- Understand basic design principles, particularly as related to ceramic design.
- Develop solutions to ceramic design problems.
- Use tools, techniques, and processes to produce work from concept to finished object. This includes knowledge of raw materials and technical procedures such as clays, glazes, and furnace and kiln firing.
- Investigate and synthesize the needs of marketing, sales, engineering, manufacturing, and servicing, and reconcile these needs to those of the user in terms of satisfaction, value, aesthetics, ecology, and safety.
- Define problems, variables, and requirements; conceptualize and evaluate alternatives; and test and refine solutions.
- Understand the industrial applications of ceramic techniques.
- Communicate concepts and requirements to other designers and colleagues, suppliers and manufacturers, employers, and prospective clients.
- Understand basic business practices as they relate to entrepreneurial ventures, including the ability to organize design projects and work productively as a team member or leader.

- Understand the relevance of design history, theory, and criticism from a variety of perspectives, including those of art history, cultural studies, technology, and the social and cultural uses of designed objects.
- Make informed decisions about social and environmental issues, including ethical issues, concerning current ceramic design production and consumption.

Fiber/Fashion Design

In the transition from academics to professional practice, Finlandia fiber/fashion design students will be prepared to:

- Understand basic design principles as they relate to fiber/fashion design and develop solutions to fiber/fashion design problems.
- Understand the possibilities and limitations of materials and processes. This includes awareness of the potential and uses of current and developing materials, media and technologies, and production methods.
- Use basic tools, techniques, and processes to produce work from concept to finished object.
- Understand the industrial applications of weaving, surface design, garment design, textiles, and production techniques.
- Determine design priorities and alternatives; research, define, and evaluate criteria and requirements; and design complex weaves for wearables or upholstery using jacquard design software.
- Investigate and synthesize the needs of marketing, sales, engineering, manufacturing, and servicing, and reconcile these needs to those of the user in terms of satisfaction, value, ecology, aesthetics, and safety.
- Define problems, variables, and requirements; conceptualize and evaluate alternatives; and test and refine solutions.
- Understand basic business practices as they relate to entrepreneurial ventures, including the ability to organize design projects and work productively as a team member and/or leader.
- Understand the relevance of design history, theory, and criticism from a variety of perspectives, including those of art history, linguistics, communication and information theory, technology, psychology, the natural sciences, and the social and cultural use of designed objects and systems.

Graphic Design/Digital Art

In the transition from academics to professional practice, Finlandia graphic design/digital art students will be prepared to:

- Solve communication problems related to problem identification, research and information-gathering, analysis, generation of alternative solutions, prototyping and user testing, and the evaluation of outcomes.
- Describe and respond to the audiences and contexts that a communications solution must address, including recognition of the physical, cognitive, cultural, social, and human factors that shape design decisions.
- Create and develop visual form in response to communication problems using the principles of visual organization and composition, information hierarchy, symbolic representation, typography, aesthetics, and the construction of meaningful images. Use current technology to conceive, design, produce, and create visual form to successfully communicate ideas, opinions, and concepts in a style traditionally limited to the fine arts field.
- Advance personal and professional artistic growth through a digital medium; become fluent in the current technologies, methodologies, and creative processes through self-motivated exploration of computer software; and develop an individualized artistic “voice” through seamless integration of these technologies and the pure creativity of fine art.
- Understand the use of tools and technology, including their roles in the creation, reproduction, and distribution of visual messages.
- Investigate and synthesize the needs of marketing, sales, finance, manufacturing, and servicing, and reconcile these needs to those of the user in terms of satisfaction, value, aesthetics, ecology, and safety.
- Define problems, variables, and requirements; conceptualize and evaluate alternatives; and test and refine solutions.
- Communicate concepts and requirements to other designers and colleagues, suppliers and manufacturers, employers, and prospective clients.
- Understand the relevance of design history, theory, and criticism from a variety of perspectives, including those of art history, linguistics, communication theory, technology, and the social and cultural use of designed objects and systems.

- Understand basic business practices as they relate to entrepreneurial ventures, including the ability to organize design projects and work productively as a member or leader of a design team.
- Make informed decisions about social and environmental issues, including ethical issues, concerning current graphic design, design production, and consumption.

Interdisciplinary Design - Product/Interior/Sustainable

In the transition from academics to professional practice, Finlandia interdisciplinary design students will be prepared to:

- Engage in the user-centered research essential for guiding design decisions.
- Apply interdisciplinary design methodologies and concept development in design development processes.
- Collaborate in cross-disciplinary teams at every stage of design development.
- Use a balance of critical and creative thinking for ideation and concept development.
- Apply hands-on experience derived from working with a diverse palette of materials.
- Apply technology appropriate to specific design development paths.
- Communicate concept solutions, as well as the systems into which they are integrated, through two-dimensional, three-dimensional, verbal, and written presentation skills.

Studio Arts

In the transition from academics to professional practice, Finlandia studio arts students will be prepared to:

- Understand basic design principles, concepts, and formats in various fine art disciplines including, but not limited to, painting, drawing, sculpture, and time-based media.
- Use basic tools, techniques, and processes to produce work from concept to finished object.
- Conceive, design, and create works in one or more studio arts field.
- Understand the similarities, differences, and relationships among the various fine art-based and design-based disciplines.
- Understand and apply knowledge of basic business practices as they relate to entrepreneurial ventures.

International School of Art & Design

- Communicate concepts and requirements to suppliers, current and prospective financiers, and clients.
- Understand the relevance of art history, theory, and criticism from a variety of perspectives including those of design history, linguistics, communication and information theory, technology, psychology, the natural sciences, and the social and cultural use of art objects.
- Make informed decisions about social and environmental issues, including ethical issues, concerning current fine art production and consumption.
- Develop conceptual and problem-solving skills for picture making, cultivate a vision over a given theme, and develop a clear voice.
- Understand the function of illustration in the design process, and develop the ability to demonstrate ideas with professional quality.

Cross-Concentration

In the cross-concentration degree, a student will choose two of the pre-existing concentrations and combine them to create a unique learning experience. The International School of Art & Design offers a cross-concentration degree under the special circumstances listed below:

- A grade point average in Art & Design classes of 3.5 or higher.
- A letter of intent from the student to the dean illustrating the desire for a cross-concentration degree.
- The curriculum for the combination of two concentrations will be evaluated by the respective faculty on a case-by-case basis.

Academic Requirements

Students considering traveling abroad to study must have a 2.75 cumulative GPA and apply to the dean of the International School of Art & Design to make arrangements. Students are highly encouraged to study at least one year of the Finnish (or language of destination country) language prior to departure.

Career Opportunities

Ceramic Design

Ceramic Designer	Clay Body Technician
Ceramic Gallery Director	Production Plotter
Ceramic Glaze Technician	Teacher (add'l training)
Ceramic Sculptor	

Fiber/Fashion Design

Accessories Designer	Industrial Garment Designer
Artist	Interior Contract Designer
Art Gallery Owner/Director	Interior Domestic Designer
Automotive Industry Fabric Designer	Restoration Artist
Carpet and Rug Designer	Surface Effects Dye Specialist
Clothing Fabric Designer	Teacher (add'l training)
Dye Specialist	Textile Consultant
Fabric Designer	Textile Designer
Fashion Designer	Textile Industry Designer
Historical Textile Designer	Textile Publication Designer
Independent Garment Designer	Upholstery Designer
Industrial Fabric Designer	Weaver

Graphic Design/Digital Art

Advertiser	Packaging Designer
Art Designer	Producer
Book & Magazine Designer	Set and Costume Designer
Computer Illustrator	Signage Designer
Corporate Identity Designer	Teacher (add'l training)
Corporate Theatre Designer	Traditional Animator
Entertainment Designer	TV Graphics Specialist
Environmental Graphics Designer	Video Game Designer
Graphic Designer	Web Page Designer
Interactive CD Designer	

Interdisciplinary Design - Product/Interior/Sustainable

Alternative Energy Products Designer	Multi-Disciplinary Designer
Architectural Interior Designer	Office Landscape Designer
Alternative Resource Consultant	Office Products Designer
Design Entrepreneur	Product Design Consultant
Design Manager	Product Life-Cycle Analyst
Ecological Design & Consulting	Residential Interior Designer
Exhibit & Display Designer	Service Designer
Furniture Designer	Sustainable Design Consultant
Furniture Systems Designer	Sustainable Design Educator
'Green' Home Design Consultant	Sustainable Development Consultant
Green Materials Consultant	Sustainable Systems Designer
Housewares Designer	3-D Modeling Technician
Human Factors Researcher	Toy Designer
LEED Home Consultant	Transportation Designer
Living Products Designer	

Studio Arts

Advertising Illustrator	Exhibits Installer
Animator	Greeting Card Designer
Architectural Illustrator	Installation Artist
Art Gallery Owner/Director	Medical Illustrator
Art Historian	Museum Director
Cartoonist	Professional Painter/Illustrator
Children's Books Illustrator	Professional Sculptor
Comic Book Designer/Illustrator	Public Art Artist
Commercial Artist	Restoration Artist
Computer Illustrator	Teacher (add'l training)
Conceptual Designer	Wildlife Illustrator
Editorial/Newspaper Illustrator	

International School of Art & Design

BACHELOR OF FINE ARTS - ACADEMIC PROGRESS SHEET 2009-2010

GENERAL EDUCATION REQUIREMENTS

(40)

Finlandia Foundations:

*ENG 103	College English I	3
*ENG 104	College English II	3
*MAT 130 (or higher)	Business Math	4
*Science	Science and Lab	4
ARD 127	Digital Imagery	3
*COM 108	Fundamentals of Public Speaking	2
REL/FNS	Religion or Finnish Studies	3

+ Finlandia Core:

Citizenship	Two Thematic Courses	6
Critical/Creative Thinking	Two Thematic Courses	6
Cultural Heritage/Literacy	Two Thematic Courses	6

*Must be successfully completed before taking 300/400-level courses.

+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.

CRAFT/ART HISTORY AND CRITICISM REQUIREMENTS

(12)

HIS 103	History of Art I	3
HIS 203	History of Art II	3
HIS 303	History of Art III	3
HIS 406 OR	History of Design OR	3
ARD 403	Contemporary Criticism	3

ART & DESIGN PROGRAM REQUIREMENTS

(35)

ARD 101	Drawing Foundations	3
ARD 102	Life Drawing	3
ARD 173	Color and Composition	3
ARD 211	Noetic Skills	2
ARD 276	Sculpture	3
ARD 329	Art & Design Project Management	3
ARD 395	Art & Design Project	3
ARD 497	Diploma Works Preparation	1
ARD 498	Art & Design Internship or approved Art & Design Electives	6
BUS 125	Art Business	3
BUS 225	Web Portfolio and Internet Marketing	2
BUS 325	Art Entrepreneurship	3

STUDIES IN ART & DESIGN CONCENTRATION

(35)

Choose one concentration from those listed on this sheet.

CERAMIC DESIGN

(35)

ARD 124	Ceramic Design I	3
ARD 224	Ceramic Design II	3
ARD 240	Digital Modeling and Rendering	3
ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills — Concentration-specific	2
ARD 360	Tech. Aspects of Ceramic Design	3
ARD 370	Human Factors and Ergonomics	3
ARD 424	Studio Practices in Ceramic Design I	3
ARD 454	Studio Practices in Ceramic Design II	3
ARD 460	Tech. Aspects of Ceramic Design II	3
ARD 499	Diploma Works — Concentration-specific	6

FIBER/FASHION DESIGN

(35)

ARD 205	Weaving and Off-loom Structures	3
ARD 225	Surface Design for Textiles	3
ARD 261	Tech. Aspects of Fiber/Fashion Design I	3
ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills — Concentration-specific	2
ARD 354	Jacquard Design	3
ARD 370	Human Factors and Ergonomics	3
ARD 461	Tech. Aspects of Fiber/Fashion Design II	3
ARD 425	Studio Practices in Fiber/Fashion I	3
ARD 465	Studio Practices in Fiber/Fashion Design II	3
ARD 499	Diploma Works — Concentration-specific	6

GRAPHIC DESIGN

(35)

ARD 227	Publications	3
ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills — Concentration-specific	2
ARD 327	Graphic Design	3
ARD 341	Package Design	3
ARD 370	Human Factors and Ergonomics	3
ARD 427	Publications II	3
ARD 440	Multimedia Design	3
ARD 499	Diploma Works — Concentration-specific	6
ARD _____	Art & Design Electives	6

DIGITAL ART

(35)

ARD 221	Drawing Animation and Composition	3
ARD 222	Intermediate Studio	3
ARD 223	Digital Art Studio I	3
ARD 240	Digital Modeling and Rendering	3
ARD 273	Painting Fundamentals	3
ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills — Concentration-specific	2
ARD 323	Digital Animation Studio	3
ARD 370	Human Factors and Ergonomics	3
ARD 423	Digital Animation Studio II	3
ARD 499	Diploma Works — Concentration-specific	6

INTERDISCIPLINARY DESIGN — PRODUCT/INTERIOR/SUSTAINABLE

(35)

ARD 126	Sustainable Design Systems	3
ARD 226	Design Studio I	3
ARD 240	Digital Modeling and Rendering	3
ARD 263	Tech. Aspects of Materials I	3
ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills	2
ARD 336	Design Studio II	3
ARD 363	Tech. Aspects of Materials II	3
ARD 370	Human Factors and Ergonomics	3
ARD 446	Design Studio III	3
ARD 499	Diploma Works — Concentration-specific	6

^ One cross-concentration Technical Aspects course may be substituted.

STUDIO ARTS — DRAWING AND PAINTING

(35)

ARD 202	Life Drawing II	3
ARD 221	Drawing Animation and Composition	3
ARD 222	Intermediate Studio	3
ARD 223	Digital Art Studio I	3
ARD 273	Painting Fundamentals	3
ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills — Concentration-specific	2
ARD 322	Advanced Studio I	3
ARD 373	Painting II	3
ARD 422	Advanced Studio II	3
ARD 499	Diploma Works — Concentration-specific	6

STUDIO ARTS — ILLUSTRATION

(35)

ARD 202	Life Drawing II	3
ARD 221	Drawing Animation and Composition	3
ARD 223	Digital Art Studio I	3
ARD 227	Publications	3
ARD 245	Illustration Studio	3
ARD 273	Painting Fundamentals	3
ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills — Concentration-specific	2
ARD 345	Illustration Studio II	3
ARD 445	Illustration Studio III	3
ARD 499	Diploma Works — Concentration-specific	6

TOTAL CREDITS: 122

17 CREDITS

Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3
ARD 101	Drawing Foundations	3
ARD 127	Digital Imagery	3
ARD 173	Color and Composition	3
*ENG 103	College English I	3

ARD 102	Life Drawing	3
ARD 211	Noetic Skills	2
ARD 276	Sculpture	3
BUS 225	Web Portfolio and Internet Marketing	2
*ENG 104	College English II	3
*MAT 146	Geometry for Art & Design	4

14 CREDITS

Gen Ed. Elective	Theme-based Gen. Ed. Elective	3
ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
*COM 108	Fundamentals of Public Speaking	2
HIS 103	History of Art I	3

15 CREDITS

Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3
ARD _____	Concentration Course	3
ARD _____	Concentration Course	2
CHM 131	Chemistry of Artists Materials	4
HIS 203	History of Art II	3

15 CREDITS

Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3
ARD 329	Art & Design Project Management	3
ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
BUS 125	Art Business	3

15 CREDITS

Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3
ARD 395	Art & Design Project	3
ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
REL/FNS	Religion or Finnish Studies	3

16 CREDITS

Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3
ARD 497	Diploma Works Preparation	1
ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
BUS 325	Art Entrepreneurship	3
HIS 303	History of Art III	3

15 CREDITS

ARD 498 OR	Art & Design Internship OR	6
ARD _____	Approved Art & Design Electives	6
ARD 499	Diploma Works	6
HIS 406 OR	History of Design OR	3
ARD 403	Contemporary Criticism	3

GENERAL EDUCATION REQUIREMENTS

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	3		
*ENG 104	3		
*MAT 130	4		
*Science	4		
ARD 127	3		
*COM 108	2		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		
Heritage/Literacy	3		

*Must be successfully completed before taking 300/400-level courses.

CRAFT/ART HISTORY AND CRITICISM REQUIREMENTS

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
HIS 103	3		
HIS 203	3		
HIS 303	3		
HIS 406 OR	3		
ARD 403	3		

ART & DESIGN PROGRAM REQUIREMENTS

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
ARD 101	3		
ARD 102	3		
ARD 173	3		
ARD 211	2		
ARD 276	3		
ARD 329	3		
ARD 395	3		
ARD 497	1		
ARD 498	6		
BUS 125	3		
BUS 225	2		
BUS 325	3		

CONCENTRATION CHECKLIST

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>	<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>

TOTAL CREDITS: _____

Dean

Jeanne C. Rellahan, Interim Dean, Ph.D.

Faculty

Rekha Ambardar, Adjunct Instructor, M.B.A.

Carol Bates, Professor, M.A.

Marilyn Clark, Adjunct Instructor, M.B.A.

Sharon Cuffe, Assistant Professor, M.B.A.

Chris Salani, Assistant Professor, Sports Management, M.S.

Purpose

The purpose of the School of Business Administration is to help students prepare for business-related career opportunities by providing a solid foundation in areas such as human resources, marketing, management, finance, and technology. The Business program prepares graduates to make an impact in small- to medium-sized business settings. Finlandia University believes that the greatest rewards come to those who understand and practice sound business leadership skills for the benefit of employees, customers, and other stakeholders. Teaching those skills comprises the foundation of the Business Administration curriculum.

Learning Outcomes

Accounting Minor

Graduates will be able to do the following:

1. Adhere to the standards of the accounting profession.
2. Participate in an internship that provides insight into the management of an accounting office.
3. Demonstrate an ability to work cross-functionally with people of different disciplines in order to gain information and deduce results.
4. Assume leadership roles in one's career by demonstrating an understanding of a variety of business skills.

Criminal Justice Minor

Graduates will be able to do the following:

1. Assume leadership roles in the organization for which one works through advancement and promotion.
2. Combine sound business principles with standard law enforcement techniques to lead government units using modern management techniques.
3. Communicate effectively with a broad spectrum of business professionals to achieve organizational goals.
4. Start one's own business utilizing expert knowledge in law enforcement.

Management Minor

Graduates will be able to do the following:

1. Use a multi-disciplinary approach in researching and solving organizational problems and issues.
2. Apply important management principles, concepts, and theories from across disciplines.
3. Analyze business problems, develop business research, report key data, and recommend strategic and action plans.
4. Assess important trends in international and domestic ventures, marketing, financing, and human resource management.
5. Analyze data, solve problems, and make important decisions from both holistic and global perspectives.
6. Integrate emerging eCommerce technologies into organizational strategies.
7. Plan, direct, or coordinate the operations of public and private sector organizations.
8. Evaluate and reconcile ethics, socio-cultural, and political factors in management decision-making.

Marketing Minor

Graduates will be able to do the following:

1. Effectively administer the development and implementation of promotional campaigns for products and/or services.
2. Design and conduct market research for products and services.
3. Develop marketing tools for the effective promotion of events and businesses.
4. Set communications objectives and budgets, and apply creative strategies in an integrated communication program.

Sports Management Minor

Graduates will be able to do the following:

1. Assume leadership roles in organizations that engage in sports management and production.
2. Conduct effective public relations for sports events, facilities, and business.
3. Develop marketing tools for the effective promotion of sports events and business.
4. Manage public and private athletic and recreational organizations.
5. Integrate a blend of business skills, management techniques, and an understanding of human sport and recreation needs.

Career Opportunities

Accounting Minor

Actuary	Government Accountant
Auditor	Investment Analyst
Budget Analyst	Investment Broker
Certified Public Accountant (additional training needed)	Management Accountant
Controller	Payroll Specialist
Financial Accountant	Tax Accountant

Criminal Justice Minor

Sheriff	911 Director
Deputy Sheriff	Special Agent
Private Investigator	Prison Warden
Program Director	

Management Minor

Administration — Industry and Commerce	Project Manager
Business Manager	Property Manager
Exchange Manager	Product Manager
Field Supervisor	Quality Control
Logistics Manager	Sales/Marketing Manager
Management Consulting	Supply Chain Manager

Marketing Minor

Event Promotion
Marketing Manager
Public Information Director
Public Relations
Recruiting
Retail Marketing
Retail Sales
Sales Manager

Sports Management Minor

Manager of Public or Private Athletic and Recreational Organizations
Public Relations — Events and Organizations
Sports Event Management and Production
Sports Marketing
Sports Entrepreneurship
Sports Equipment Manufacturing and Retail



BACHELOR OF BUSINESS ADMINISTRATION - ACADEMIC PROGRESS SHEET 2009-2010

<u>GENERAL EDUCATION REQUIREMENTS</u>			(40)	<u>BUSINESS MINOR</u>		(21-24)	
Finlandia Foundations:				Choose one minor below.			
*ENG 103	College English I		3	ACCOUNTING MINOR		(24)	
*ENG 104	College English II		3	BUS 301	Intermediate Accounting I	3	
*COM 108	Fundamentals of Public Speaking		2	BUS 302	Intermediate Accounting II	3	
*MAT 145	College Algebra		4	BUS 315	Cost Accounting	3	
*Science	Science and Lab		4	BUS 324	Income Tax Accounting	3	
CIS 202	Interm. Computer Applications		3	BUS 326	Managerial Accounting	3	
REL/FNS	Religion or Finnish Studies		3	BUS 401	Advanced Accounting	3	
				BUS 411	Financial Management	3	
				BUS 420	Auditing	3	
+ Finlandia Core:				BUSINESS MANAGEMENT MINOR			(21)
Citizenship Creative	Two Thematic Courses		6	BUS 307	Management Information Systems	3	
Critical/Creative Thinking	Two Thematic Courses		6	BUS 381	Human Resource Management	3	
Cultural Heritage/Literacy	Two Thematic Courses		6	BUS 392	Production and Operations Management	3	
				BUS 411	Financial Management	3	
				BUS 435	Entrepreneurial Leadership	3	
				BUS 447	Marketing for Small Business	3	
				ECN 351	Managerial Economics	3	
				SPORTS MANAGEMENT MINOR			(21)
				BUS 351	Sports Marketing	3	
				BUS 374	Principles of Sports Management	3	
				BUS 381	Human Resource Management	3	
				BUS 435	Entrepreneurial Leadership	3	
				BUS 453	Athletic Admin. and International Sport	3	
				BUS 454	Facility and Game Event Management	3	
				ECN 332	Sports Economics	3	
				MARKETING MINOR			(21)
				BUS 240	e-Commerce	3	
				BUS 346	Advertising	3	
				BUS 350	Topics in Business	3	
				BUS 351	Sports Marketing	3	
				BUS 435	Entrepreneurial Leadership	3	
				BUS 447	Marketing for Small Businesses	3	
				COM 201	Survey of Mass Communications	3	
				CRIMINAL JUSTICE MINOR			(21)
				CRJ 101	Introduction to Criminal Justice	3	
				CRJ 201	Criminal Investigations I	3	
				CRJ 205	Criminal Law	3	
				CRJ 208	Criminal Procedures	3	
				CRJ 105/SOC 205	Juvenile Delinquency	3	
				CRJ 212/SOC 312	Criminology	3	
				CRJ _____	Criminal Justice Elective	3	
				Note: The Criminal Justice minor is based on the Criminal Justice 4-year core curriculum.			
BUSINESS ADMINISTRATION MAJOR				(60-63)			
Finlandia's Business Administration major prepares students for career opportunities in accounting, management, and marketing. The Business program prepares graduates to make an impact in small- to medium-sized business settings. Finlandia University believes that the greatest rewards come to those who understand and practice sound business leadership skills for the benefit of employees, customers, and other stakeholders.							
BUSINESS ADMINISTRATION CORE				(54)			
ECN 231	Microeconomics		3				
ECN 232	Macroeconomics		3				
MAT 201	Probability and Statistics		3				
BUS 138	Fundamentals of Business		3				
BUS 141	Business Communications		3				
BUS 201	Principles of Accounting I		3				
BUS 202	Principles of Accounting II		3				
BUS 212	Business Ethics		3				
BUS 235	Leadership and Team Skills		3				
BUS 332	Business Finance		3				
BUS 345	Principles of Marketing		3				
BUS 361	Business Law		3				
BUS 371	Principles of Management		3				
BUS 386	Organizational Behavior		3				
BUS 481	Quant. Methods Bus. Decision-making		3				
BUS 488	Business Strategies and e-Portfolio		3				
BUS 498 OR	Business Internship OR		6				
BUS 499	Senior Project/Thesis		6				
BUSINESS MINOR				(21-24)			
See below.							
OPEN ELECTIVES				(6-9)			
At least 3 credits of open electives must be at the 300-level or above and completed at Finlandia University.							

TOTAL CREDITS: 124

International School of Business

BACHELOR OF BUSINESS ADMINISTRATION - SUGGESTED COURSE SEQUENCE 2009-2010

FRESHMAN - FALL SEMESTER

BUS 138	Fundamentals of Business	3
BUS 201	Principles of Accounting I	3
CIS 202	Interm. Computer Applications	3
*ENG 103	College English I	3
*MAT 145	College Algebra	4

SOPHOMORE - FALL SEMESTER

BUS 235	Leadership and Team Skills	3
BUS 345	Principles of Marketing	3
BUS 371	Principles of Management	3
ECN 232	Macroeconomics	3
REL/FNS	Religion or Finnish Studies	3

JUNIOR - FALL SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
BUS 332	Business Finance	3
BUS Minor	BBA Minor Course	3
BUS Minor	BBA Minor Course	3
Minor/Elective	BBA Minor or Open Elective	3

SENIOR - FALL SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Minor/Elective	BBA Minor or Open Elective	3
Minor/Elective	BBA Minor or Open Elective	3
Minor/Elective	BBA Minor or Open Elective	3

FRESHMAN - SPRING SEMESTER

BUS 141	Business Communications	3
BUS 202	Principles of Accounting II	3
*COM 108	Fundamentals of Public Speaking	2
*Science	Science and Lab	4
*ENG 104	College English II	3

SOPHOMORE - SPRING SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
BUS 212	Business Ethics	3
BUS Minor	BBA Minor course	3
ECN 231	Microeconomics	3
MAT 201	Probability and Statistics	3

JUNIOR - SPRING SEMESTER

Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
BUS 361	Business Law	3
BUS 386	Organizational Behavior	3
Minor/Elective	BBA Minor or Open Elective	3
Minor/Elective	BBA Minor or Open Elective	3

SENIOR - SPRING SEMESTER

BUS 481	Quantative Methods	3
BUS 488	Business Strategies	3
BUS 498/499	Business Internship or Sr. Thesis Project	6
Minor/Elective	BBA Minor or Open Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

GENERAL EDUCATION REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT 145	4		
*Science	4		
CIS 202	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		
Heritage/Literacy	3		

MINOR CHECKLIST

(Accounting, Criminal Justice, Management, Marketing, or Sports Management)

Course	Credits	Sem./Yr.	Grade

*Must be successfully completed before taking 300/400-level courses.

BBA PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
BUS 138	3		
BUS 201	3		
BUS 202	3		
BUS 212	3		
BUS 212	3		
BUS 235	3		
BUS 345	3		
BUS 361	3		
BUS 371	3		
BUS 386	3		
BUS 481	3		
BUS 488	3		
BUS 498/499	3		
ECN 231	3		
ECN 232	3		
MAT 201	3		

OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS: _____

Art & Design

ARD 100 Introduction to Visual and Plastic Arts (offered every fall).....3

This course introduces students to several art and design disciplines and examines how they are interrelated through applied work using various mediums and techniques.

ARD 101 Drawing Foundations (offered every fall).....3

In Drawing Foundations students develop their ability to draw what they see through the application of perspective, contour, and tonal study. Basic drawing techniques and the use of different materials are introduced.

ARD 102 Life Drawing I (offered every spring)3

This class emphasizes accurate drawing of the human form using a wide variety of media, and focusing on proportion, problems of foreshortening, and anatomy.

ARD 124 Ceramic Design I (offered every spring)3

This is an introduction to ceramic design. During this class students become familiar with the design and making of ceramic products, and the properties of the media. Students learn basic manufacturing methods and techniques.

ARD 126 Sustainable Design Systems (offered every fall).....3

This course introduces students to an evolving array of alternative design systems that are based on a philosophical paradigm shift toward Earth-awareness and environmental stewardship. The course also contains a design studio component in which students select a specific sustainable design system and use it to address a particular design problem.

ARD 127 Digital Imagery (offered every semester)3

This class begins an in-depth study of industry-standard computer software applications for artists and designers. Working on a Macintosh platform, students develop basic computer graphics skills utilizing a powerful vector drawing program (Adobe Illustrator®) and an image manipulation program (Adobe Photoshop®). The theory and practice of designing with text and imagery is also explored.

ARD 173 Color and Composition (offered every fall).....3

This class is an exploration of the basic elements and principles of two-dimensional design and its applications. Dot, line, shape, field, texture, brightness, and color are introduced as basic and interrelated components in solving design problems. Color theories including the physics and psychophysics of color, and cultural and aesthetic considerations are discovered. Projects encourage students to express ideas in a visual context, while exploring the interaction of ideas and principles.

ARD 202 Life Drawing II (offered every fall).....3

In Life Drawing II, students develop a greater understanding of anatomy and skeletal structure through applied study of the figure through drawing. Prerequisites: ARD 101 and ARD 102.

ARD 205 Weaving and Off-Loom Structures (offered every fall).....3

In this class, students discover fiber structure through sampling construction methods, including twining, coiling, knitting, crochet, knotting, and weaving. The emphasis is on loom preparation, drafting graphics, basic structures, and includes research and analysis of historic and contemporary examples. Students use these techniques to create art objects, one-of-a-kind garments, or design prototypes for multiples.

ARD 211 Noetic Skills (offered every spring)2

This course focuses on creative, problem-solving strategies that challenge restrictions placed on rapid, adaptive, and unorthodox solutions by an adherence to conventional thinking. Students learn about obstacles to creativity and how to overcome them through the use of logic, intuition, and synthesis. Creativity is viewed as a rational thinking process that can be learned.

ARD 221 Drawing Animation and Composition (offered every spring)3

This class emphasizes the composing process and the development of an understanding of drawing as a dynamic organization of shape, value, line, and form. The instructional format builds animation skills from the ground up, using a technical foundation in drawing as a basis for exploring animation. The development of individual and creative skills in the use of various drawing media is stressed. Prerequisites: ARD 101 and ARD 102.

Course Descriptions

ARD 222 Intermediate Studio
(offered every spring)3

In this course, students begin the exploration of a personal approach through one or more chosen media. Research to discover the properties, history, and various uses of the materials appropriate to the beginnings of one's own aesthetic expressions is stressed. Prerequisites: ARD 101 and ARD 102.

ARD 223 Digital Art Studio I
(offered every spring)3

This course offers an introductory experience in the growing field of digital art, a combination of fine art and graphic design. Digital art combines the aesthetic appeal and sensibilities of traditional image-making with current design trends and technologies, utilizing the computer as the primary creative medium. This class is primarily intended for graphic design students who wish to focus on their illustration skills, as well as studio artists who wish to explore a new medium for their art. Students strengthen and polish the computer and software skills acquired in ARD 127 through projects designed to increase the comfort level of using the computer as a "canvas." Students are also expected to research, analyze, and report on the work of a contemporary digital artist of their choice. Prerequisites: ARD 101 and ARD 127.

ARD 224 Ceramic Design II
(offered every fall).....3

In this course, students develop greater knowledge and skills required in professional ceramic design work, such as making prototypes, manufacturing limited series, and designing and making one-of-a-kind pieces. Molds and casting techniques for ceramic production are also explored.

ARD 225 Surface Design for Textiles
(offered every spring)3

This course covers the development of visual language for the surface design of printed, woven, and felted textiles including motifs, layouts, color-ways, printing, and dyeing techniques.

ARD 226 Design Studio I
(offered every spring)3

This class is the first full design studio for Sustainable Design, Product Design, and Interior Design concentrations. The design studio uses design projects as a vehicle to learn and apply design systems and methodologies to creative problem solving. Students learn to define projects, perform research, and generate diverse concept responses.

ARD 227 Publications
(offered every fall).....3

This class is an introduction to production and pre-press requirements for printed work. It covers publication design, copy and art preparation, graphic arts photo processes, paper, ink, and computer file preparation. Methods to keep design strategies flexible and appropriate amidst rapidly changing publishing practices are discussed. Prerequisite: ARD 127.

ARD 240 Digital Modeling and Rendering
(offered every spring)3

Utilizing an industry-standard software application, in this course students learn the concepts and practice of creating three-dimensional computer models of their designs and how to apply surface textures, lighting effects, and modeling techniques.

ARD 245 Illustration Studio
(offered every spring)3

The illustration concentration students work through the entire process of drawing and painting for illustration toward a specific reproduction purpose. In the conceptualization process for deliberate and clear visual communication, students gain abilities of the use of research, reference material, models and props for illustration. Skills in composition and awareness of value/color correspondence are developed through exercise and the thumbnail process. Survey of professional media skills and techniques are offered throughout the course. Prerequisites: ARD 221 and ARD 273.

ARD 261 Technical Aspects of Fiber and Fashion Design
(offered every spring)3

This class explores studio and industry materials and processes for surface design, weaving, and garment design. Flat pattern drafting and draping are introduced.

***ARD 263 Technical Aspects of Materials I**
(offered every spring)3

In this course, students gain 'hands-on' experience with a wide range of materials, discover inherent characteristics of materials, and learn the processes used to produce and form them. New materials generated in response to concerns about conservation, renewable and reusable resources, recyclability, product life cycle analysis, and associated environmental impacts are explored. *One cross-concentration Technical Aspect course may be substituted.

ARD 273 Painting Fundamentals

(offered every fall).....3

This class is an introduction to the use of paint as a medium to explore the fundamentals of composition and pictorial organization. Instruction is given in the use of materials, the expressive use of color, and the rendering of form and volume through color value studies. Prerequisites: ARD 101 and ARD 173.

ARD 276 Sculpture

(offered every spring)3

This class introduces the elements and principles of three-dimensional design through form development. Students discover materials and processes while developing an awareness of surface. Individual expression through unique objects and the production of multiples is encouraged.

ARD 277 Professional Drawing

(offered every fall).....3

Professional drawing is used to describe proposed but as yet non-existing design concepts. In ARD 277 students are instructed in the various languages of professional drawing for communication with other professionals as well as clients. A hands-on overview of orthographic projection, axonometric projection, perspective drawing construction and free-hand perspective sketching is followed by one-on-one exploration of discipline-specific modes of professional drawing that focus on individual portfolio development in preparation for professional practice.

ARD 311 Design Research Skills

(offered every spring)2

This course introduces the varying design research tools available to all the design disciplines for informing a user-centered design response and then exercises application in a project-based environment. The first segment of ARD 311 is devoted to filling the 'designer's toolbox' with strategic research tools such as: user-group interview strategies, survey construction, focus group methods, interactive data collection vehicles, and design filter matrix development as well as data documentation and dissemination techniques. The second segment of this course focuses on project-based, discipline-specific application of these varied design research tools to support design work executed within each student's area of concentration.

ARD 322 Advanced Studio

(offered every fall).....3

In this course, the student continues exploration and mastery of their chosen media while researching present and past artists whose work can serve to guide the

student's direction and choices in developing a personal expression. The student begins to form a personal point of view and develop a focus in relation to the larger social and aesthetic environment. The emphasis is on content and awareness of varying approaches as means to understand others and one's self and gain the ability to create images with impact and personal style. Through illustration projects, students develop the use of conceptual and narrative skills in the problem solving process with emphasis on pictorial composition and use of color theory. Prerequisites: ARD 222 and ARD 273.

ARD 323 Digital Animation Studio

(offered every spring)3

This course offers a continuing and in-depth experience in the growing field of digital art. Digital art, a combination of fine art and graphic design, combines the aesthetic appeal and sensibilities of traditional image-making with current design trends and technologies using the computer as the primary creative medium. Students advance their computer and software skills to a level where use of the technology becomes "invisible," allowing students to concentrate on the creativity of their work. Students are encouraged to develop a visual style or dialogue, and push the medium by exploring various software and software combinations to help students find their artistic "voice." Class assignments focus on artistic technique and editorial content based on personal, cultural, historical, and societal perceptions and observations. Prerequisite: ARD 223.

ARD 327 Graphic Design

(offered every spring)3

In this class, students expand and sharpen their graphic design skills by finding independent solutions for real design problems. The class covers audience definition, demographics, research and analysis, concept development, and all pre-press production. Prerequisite: ARD 227.

ARD 329 Art & Design Project Management

(offered every fall).....3

This class focuses on learning the project management skills required in art and design professions. Students have the opportunity to develop a personal focus linked to their chosen concentration. Students learn how to identify an objective for an art or design project, make a project plan and budget, negotiate with clients and partners, establish a timetable, and complete the project. Students can also choose a more demanding project and learn how to develop a business idea, create a business plan, perform a marketing analysis, and start an entrepreneurial venture.

Course Descriptions

ARD 336 Design Studio II
(offered every fall).....3

This class is the second full design studio for the Sustainable Design, Product Design, and Interior Design concentrations. This design studio is a continuation of creative problem solving using design projects as a vehicle to learn and apply design systems and methodologies. Students in Design Studio II aim for improved levels of research, conceptualization, and ‘real-world’ response. Prerequisite: ARD 226.

ARD 341 Package Design
(offered every fall).....3

This course explores graphic design for the packaging industry. Topics include package design analysis, conceptualization, creation, and execution. The use of paper, board, plastic, glass, and metal containers is also covered. Final full-color structural comprehensives are executed for actual and simulated problem statements. Prerequisite: ARD 327.

ARD 345 Illustration Studio II
(offered every fall).....3

Students translate themes from literature into illustrations; it challenges the student’s ability to create pictures that communicate to a mass audience with impact and style. Through illustration projects, students develop the use of conceptual and narrative skills in the problem solving process with emphasis on pictorial composition and use of color theory. Prerequisites: ARD 222 and ARD 273.

ARD 354 Jacquard Design
(offered every spring)3

This course builds on knowledge of woven structure and surface design principles teaching students to create patterns and weaves for jacquard upholstery. Through the use of professional software, students’ designs are woven as samples in a textile mill. Students use drawing, color theory, basic math, and organizational skills to complete design projects for industry. Prerequisites: ARD 205 and ARD 225.

ARD 360 Technical Aspects of Ceramic Design
(offered every fall).....3

In this class, students study the chemistry and physics of the raw materials used in ceramic products, and the behavior of the materials during the different stages of production. The students become familiar with the different types and compositions of clay bodies, and with ceramic kilns and equipment operating principles.

***ARD 363 Technical Aspects of Materials II**
(offered every spring)3

This course is a continuation of ARD 263. Students research the technical aspects of alternative materials developed in response to issues regarding conservation, renewable and reusable resources, and recyclability. Students gain a pragmatic understanding of these new materials and how they can be used to the benefit of society and the environment. Prerequisite: ARD 263. *One cross-concentration Technical Aspects course may be substituted.

ARD 370 Human Factors and Ergonomics
(offered every fall).....3

In this class, students study the interface between humans and the built environment. Course work includes the study of anthropometrics, ergonomics, proxemics, and human sensory and psychological response in relation to human-made objects and environments. Also explored are ADA specifications and regulations, and the principles of universal design and sustainable design.

ARD 373 Painting II
(offered every fall).....3

This course is a continuation of the concepts approached in Painting Fundamentals. It involves intermediate problems in painting with an emphasis on individual expression based on historical as well as contemporary concerns and approaches in art. Students will also broaden their art vocabulary terms and practice critical thinking by examining the work of other artists, both current and throughout history. Prerequisite: ARD 273.

ARD 395 Art & Design Project
(offered every spring)3

This class deepens the skills learned in ARD 329. The emphasis of the class is on individual professional development. Students choose project topics, prepare timetables and project plans, and produce a product, set of products, or piece(s) of art. Instructors approve the project topics. Students prepare a report of the project and complete a project portfolio using advanced presentation techniques. Students are encouraged to select a challenging and inspiring topic that generates individual expertise and lays the groundwork for subsequent professional projects. Prerequisite: ARD 329.

ARD 403 Contemporary Criticism
(offered every spring)3

This course is a senior-level discussion about the place of art and criticism in contemporary global culture. It explores questions such as: What are artists and critics

doing and saying now? What kinds of new media and venues are being developed? What is the place of art criticism in the 21st century? The course explores the responsibility of artists and critics (if any) to society, themselves, the environment, and the ecology of the planet. Prerequisite: HIS 303.

ARD 422 Advanced Studio II (offered every spring)3

In this course, the student is expected to arrive at a focus that is personal, well-informed, and articulate. The semester is devoted to working in the chosen focus to develop an artistic vision that encompasses one's background, environment, philosophy, and energy. This series of works expressing the student's refined individual style leads to the final senior project. Students complete the project, and prepare a professional-level portfolio and presentation. Illustration concentration students work through the entire illustration process in specific advertising, book, or editorial illustration projects to enhance conceptual abilities and technique with a career-oriented direction. Prerequisite: ARD 322.

ARD 423 Digital Animation Studio II (offered every spring)3

Digital Animation Studio II is focused on the techniques of animating with Flash and other supporting software. This class is project-based and will give you experience in making detailed animations that can be used in any environment – from the web, to kiosks, to television commercials. Prerequisite: ARD 323.

ARD 424 Studio Practices in Ceramic Design (offered every spring)3

This class focuses on advanced problem solving related to the process of creating ceramics. The aesthetics of clay as an expressive medium are explored. Prerequisites: ARD 224 and ARD 360.

ARD 425 Studio Practices in Fiber/Fashion Design (offered every fall).....3

Students will continue study of design and fiber structure in weaving, knitting and other structures and combined processes. Prerequisites: ARD 205 and 225.

ARD 427 Publications II (offered every spring)3

This class discusses methods of keeping design strategies flexible and appropriate in the midst of rapidly changing publishing practices, and examines some of the more complex pre-press production processes. The class is project-based but also includes instruction in an

industry standard page-layout program such as Adobe InDesign® and the execution of professional-quality publication mock-ups. Prerequisites: ARD 227.

ARD 440 Multimedia Design (offered every spring)3

This course covers the concepts, theory, and practice of graphic design for multimedia presentations. Various industry-standard multimedia software applications are explored. Each student is expected to design and produce a multimedia presentation for a real or simulated project. Self-exploration of appropriate software applications is encouraged. Prerequisite: ARD 341.

ARD 445 Illustration Studio II (offered every spring)3

In this course, the student is expected to arrive at a focus that is personal, well-informed, and articulate. The semester is devoted to working in the chosen focus to develop an artistic vision that encompasses one's background, environment, philosophy, and energy. This series of works expressing the student's refined individual illustration style leads to the final senior project. Students complete the project, and prepare a professional-level portfolio and presentation. Prerequisite: ARD 345.

ARD 446 Design Studio III (offered every fall).....3

This course is the third and final project-based studio course in the Interdisciplinary (Product/Interior/Sustainable) Design Studio sequence. In it, fourth year designers nearing entry-level competence design in a professional studio atmosphere, employing design methodologies and applying creative problem-solving in specific projects. This includes the composition of concise project definitions, engagement in project-specific research, generation of 2-D and 3-D concept sketches, development and evaluation of concepts, selection of appropriate materials and processes, and the generation of complete project presentations. Prerequisite: ARD 336.

ARD 454 Studio Practices in Ceramic Design II (offered every spring)3

This course is a continuation of Studio Practices in Ceramics I. Students will explore their own path through the ceramic medium with faculty advising. Aesthetics of form and color will be concentrated on, as well as the role of ceramic art in the 21st century. Prerequisites: ARD 360 and ARD 424.

Course Descriptions

ARD 460 Technical Aspects of Ceramic Design II (offered every fall).....3

A continuation of ARD 360, students will focus on glaze calculation from scratch, as well as develop a deeper understanding of clay bodies and firing temperatures. The investigation will be directed toward the student's individual studio practice, and will involve chemistry and mathematics as a related to ceramics. Prerequisite: ARD 360.

ARD 461 Technical Aspects of Fiber/Fashion Design II (offered every spring)3

This course is a continuation of Technical Aspects I, with in-depth study of materials and processes in studio and industry for surface design, weaving and garment design. Flat-pattern drafting software is introduced. Prerequisite: ARD 261.

ARD 465 Studio Practices in Fiber/Fashion Design II (offered every fall).....3

Professional practices in design development, studio practices and presentation for entrepreneurial artists, small businesses, and industry are emphasized. The semester will focus on the further development of the student's individual area of focus in fiber design leading to diploma works.

ARD 497 Diploma Works Preparation (offered every fall).....1

This seminar prepares students for ARD 499 Diploma Works. The student is introduced to the approaches, basic standards, and required guidelines for ARD 499 Diploma Works. Students plan their diploma works project and present it for approval. Requirement: Student must enroll in ARD 499 the following spring semester.

ARD 498 Art & Design Internship (offered every semester)6

Art and Design Internship students are required to participate in a one-semester internship with a professional design firm or company. Students may also elect to study abroad in lieu of professional practice.

ARD 499 Diploma Works (offered every spring)6

This is an intensive class in which the student researches, develops, and completes a final diploma works project with the supervision of a faculty member. Topics and requirements vary according to the student's focus. A paper and support materials that document the development of the work are required. Prerequisites: ARD 311, ARD 329, ARD 395, and ARD 497.

Biology

BIO 111 Concepts in Biology (offered every semester)4

This course focuses on understanding the scientific process and basic concepts of modern biology. Topics include scientific inquiry, characteristics of life, diversity of organisms, basic biological chemistry, cell structure and function, photosynthesis and respiration, cell reproduction, and chromosomes and patterns of inheritance. Includes laboratory. No prerequisite.

BIO 113 Organismal Biology (offered every fall).....4

The course covers theories related to the origin of life, the evolution of all living things, and the mechanisms of inheritance. A survey of the six kingdoms of organisms is included. Includes laboratory. No prerequisite.

BIO 171 Anatomy and Physiology I (offered every fall).....4

This course provides a systematic review of the anatomy and physiology of the human body. Topics include basic biochemistry, cells, tissues, and body systems such as integumentary, skeletal, muscular, and nervous. Includes laboratory. Prerequisites: two years of high school biology and/or chemistry or equivalent, or BIO 111, or permission of instructor.

BIO 172 Anatomy and Physiology II (offered every spring)4

This course is a continuation of BIO 171. Body systems studied include endocrine, cardiovascular, lymphatic, respiratory, digestive, renal, and reproductive. Includes laboratory. Prerequisite: BIO 171.

BIO 273 Microbiology (offered every spring)4

This course offers an introduction to medically important microorganisms. Topics include microbial growth and metabolism, methods of control, host-parasite interactions, and microbial disease of the human body. Includes laboratory. Prerequisite: BIO 172 or BIO 113.

BIO 300 Ecology and the Environment (offered even fall)4

This course outlines the essential elements of ecology starting with a discussion of the nature and history of the discipline of ecology, followed by a brief review of the natural history of the planet. The course builds on these foundations by focusing on theoretical principles involved in the ecology of individuals, populations, communities, and ecosystems. Includes laboratory. Prerequisite: PHS 112 or permission of instructor.

Business

BUS 125 Art Business

(offered every fall).....3

This course introduces students to aspects of business within the art industry. It prepares students to develop a professional artist's statement, resume, and portfolio. Students will develop a conversational knowledge of galleries and artist opportunities such as commission, grants, and residencies. Presentations, critiques, criticism, and rejection will also be covered.

BUS 138 Fundamentals of Business

(offered every fall).....3

This course provides an introduction to business, management, and entrepreneurship. The student gains a basic understanding of the process of establishing a new business, the operational components and functions of a business, and the essentials of small business.

BUS 141 Business Communications

(offered every spring)3

This course is an introduction to, and practice in, written and oral communication, communication theory related to business letters and reports, and the human relations approach to positive communication.

Prerequisite: ENG 103.

BUS 201 Principles of Accounting I

(offered every fall).....3

This class covers the basic concepts, principles, and procedures of accounting, including methods of recording, reporting, and interpreting financial data.

BUS 202 Principles of Accounting II

(offered every spring)3

This class, a continuation of BUS 201, focuses on partnership and corporate accounting. The statement of cash flows and financial statement analysis are also covered. Prerequisite: BUS 201.

BUS 212 Business Ethics

(offered every spring)3

Business Ethics acquaints students with the major frameworks for ethical decision-making in the business professions. The focus is on ethical questions that can arise in the professional practice of business, and the relationships between professionals and clients, management, employees, stakeholders, and customers. Students use analytical tools to recognize and address contemporary ethical dilemmas in business organizations. Emphasis is placed on analyzing ethical theories and principles, and the central questions of

ethics and morality. Students analyze and synthesize ethical theories that affect thinking, policy formulation, business decision making, and professional conduct.

BUS 225 Art Business

(offered every spring)2

Students will develop basic website construction skills, and demonstrate an understanding of the role of online portfolios in the art industry today. Students will also develop a working knowledge of internet sales and marketing tools such as listserves, PayPal, and online sales sites.

BUS 235 Leadership and Team Skills

(offered every fall/spring)3

This class explores the leader's role and behavior in an effective organization; theories for assessing strengths and weaknesses of self, teammates, and subordinates; how to participate in and work with teams; and communication skills. Experiential exercises actively engage the student in learning the leadership process. Students employ adaptive leadership skills as they synthesize course concepts through guided community service activities.

BUS 240 E-Business

(offered every fall).....3

This course studies the impact of the Internet on business, the principles and concepts of e-commerce and doing business on the Web, Internet-focused marketing, operational transformation, formation of electronic markets, and the digital economy. It is an introduction to the World Wide Web, browsers, search engines, portals and Internet service providers, HTML and Web development tools, and Web site metering tools. It also covers the principles of Web site planning and design. Skills are developed for simple Web page development using common software packages. Prerequisites: CIS 202 or equivalent knowledge of computer systems, PC access and Internet account, or permission of instructor.

BUS 301 Intermediate Accounting I

(offered every fall).....3

This class is an in-depth study of the accounting cycle and the accepted standards that govern financial reporting. Topics include current assets, long-lived assets, and intangibles. Prerequisite: BUS 202.

BUS 302 Intermediate Accounting II

(offered every spring)3

This class is a continuation of BUS 301. Topics include current liabilities, long-term investments, and stockholder equity. Prerequisite: BUS 301.

Course Descriptions

BUS 307 Management Information Systems
(offered every fall).....3

The course covers strategic approaches to information systems decisions. Students are introduced to the role IT systems play in managing information as a resource, and using IT information for competitive advantage. Topics include a basic framework for understanding the relationships among business strategy, information systems, and organizational strategies. Students learn how IT relates to organizational design and business strategies, how to find opportunities for improvement in the work environment, and how to innovatively apply current technologies to leverage those opportunities. The course considers when to use off-shoring and outsourcing, treating IT systems from a portfolio management perspective, and issues of ethics, privacy protection, and security management. Prerequisite: CIS 202 or permission of instructor.

BUS 315 Cost Accounting
(offered every fall).....3

This class studies how accounting information is used by managers to plan production and control the costs of a manufacturing operation. Topics include cost systems, cost elements, budgeting, profit planning, responsibility accounting, and standard cost. Prerequisite: BUS 202 or permission of instructor.

BUS 324 Income Tax Accounting
(offered every fall).....3

This class is an introduction to the study of federal income tax laws and how they apply to individuals, partnerships, and corporations. Prerequisite: BUS 202.

BUS 325 Art Entrepreneurship
(offered every fall).....3

This course prepares students to develop and run a business. Students will demonstrate a conversational knowledge of the development and implementation of a business plan, as well as basic business practices and terminology as they immediately apply to new or existing small scale business ventures. Prerequisites: ARD 125 or permission of instructor.

BUS 326 Managerial Accounting
(offered every spring)3

Managerial accounting is concerned with providing information to managers- that is, to those who are inside an organization and who direct and control its operations. Managerial accounting can be contrasted with financial accounting, which is concerned with providing information to stockholders, creditors and others who are outside an organization. Pre-requisite: BUS 302.

BUS 332 Business Finance
(offered every fall).....3

The basic principles of the acquisition, management, and distribution of financial resources are presented. The emphasis is on small businesses. Prerequisites: MAT 140 or higher.

BUS 345 Principles of Marketing
(offered every fall).....3

The course covers marketing principles, including classification of goods, retailing, wholesaling, physical distribution, personal selling, advertising, pricing, market forecasting and research, and the economic and legal environment in which a business enterprise functions. The emphasis is on small businesses.

BUS 346 Advertising
(offered every fall).....3

The course prepares students to develop a marketing, advertising, and public relations strategy for their own business endeavors or for a small business where they may work. Students develop a conversational knowledge of why and how a small business with limited resources can benefit from developing and implementing a plan. Practical techniques, as opposed to theory, are presented and discussed. This pragmatic approach helps students understand business fundamentals as they immediately apply them to new or existing small-scale business ventures. Pre-requisite: BUS 345.

BUS 350 Topics in Business
(offered as needed)3

Topics in this seminar-style course vary depending on the instructor. Issues addressed include current problems or dilemmas faced in the business world and their relationship to the student. Emphasis is on critical thinking, problem solving, and oral communication skills. Prerequisite: junior standing.

BUS 351 Sports Marketing
(offered every spring)3

This course applies the principles of promotion and marketing for college and high school athletics, professional sports, corporate fitness clubs, and resorts. Prerequisite: BUS 345.

BUS 355 Principles of Financial Planning
(offered every fall).....3

This course introduces student to corporate financial analysis and decision making by building on fundamental financial concepts. This course incorporates the principles of risk/return, valuation, ratio analysis, capital, cost of capital, and capital budgeting techniques to corporate finance. Pre-requisite: BUS 332.

BUS 361 Business Law I (offered every spring)3

Legal terminology, contracts, agencies, partnerships, corporations, property, negotiable instruments, sales, and court proceedings are examined. Prerequisite: sophomore standing.

BUS 371 Principles of Management (offered every fall).....3

This course examines the evolution and function of management, including theory, technique, and social and environmental influences, and how management goals and strategies are set and attained. Pre-requisite: Sophomore standing.

BUS 374 Principles of Sports Management (offered every fall).....3

This course is an analysis of effective management strategies and the body of knowledge associated with pursuing a career in sports management. Fundamental sports management principles and skills, and information on current issues are emphasized. The course introduces students to sports management career opportunities and sports principles as they relate to leadership style, communication, and motivation. Prerequisite: BUS 371.

BUS 381 Human Resource Management (offered every fall).....3

This course provides an overview of contemporary strategies and best practices for the effective management of human resources in the public and private sectors. The course is framed by organizational theories that propose practical solutions to human resource operations in environments such as business, government, and not-for-profit agencies. Providing an analysis of the procedural and legal components of HR management, this course offers strategies to adjust for change while retaining effective systems. It examines how to manage human resources effectively in the dynamic legal, social, and economic environment of organizations. Topics include appraisal and evaluation of HRM systems; techniques for recruitment and selection, training and development, and performance appraisal; and industry standards in compensation and benefits. Prerequisite: BUS 371.

BUS 386 Organizational Behavior (offered every spring)3

The class is an interdisciplinary study of the variables that affect work performance and how those principles can be applied in the workplace. Students discuss the micro- and macro-effects of the work environment on

morale and explore the manager's role in employee motivation, leadership, team-building, conflict resolution, creating a positive culture, and implementing healthy change. Prerequisite: BUS 371.

BUS 388 International Business (offered every spring)3

This class studies the effective management of a multinational small business. Discussion includes how operating a business in foreign environments with differing cultures and philosophies influences entrepreneurs and small business managers. Prerequisite: BUS 371.

BUS 392 Production and Operations Management (offered every spring)3

This course provides business administration students with a sound understanding of the concepts, techniques, and applications of contemporary production and operations management. Regional and national needs for improvement in quality and productivity are discussed in terms of meeting the demands of a new millennium. Students acquire a body of knowledge and appreciation for production and operations as they relate to international competitiveness and survival in the global marketplace. Prerequisite: BUS 371 or permission of instructor.

BUS 401 Advanced Accounting (offered every fall).....3

Advanced Accounting examines the specialized issues, problems, practices, and skills required when accounting for business combinations. Topics include preparing consolidated financial statements for organizations with branch offices, and for domestic corporations that are wholly- and/or partially-owned subsidiary operations. Transactions associated with international operations are also discussed. Prerequisite: BUS 302.

BUS 411 Financial Management (offered every fall).....3

This class presents a basic “nuts and bolts” background to the principles of finance. Comprehensive exposure to capital acquisition, capital investment, and working capital are covered. Prerequisite: BUS 332.

BUS 420 Auditing (offered every spring)3

The course studies the attest functions of public accounting. Topics include professional ethics, generally accepted auditing standards, internal control, and the design of audit programs. Prerequisite: BUS 302.

Course Descriptions

BUS 435 Entrepreneurial Leadership
(offered every fall).....3

This course develops an entrepreneurial mindset, empowering students to transform their vision for the future into reality. Students develop self-leadership to augment personal effectiveness, improve critical communication skills to reinforce important relationships, and explore strategies for bridging the gap between ideas and results. Prerequisite: BUS 371.

BUS 447 Marketing for Small Business I
(offered every spring)3

The course studies the development and implementation of a marketing strategy in a global setting. Topics include how to devise a mission, utilize limited resources, and design and measure the effectiveness of an international marketing plan. Prerequisite: BUS 345.

BUS 452 Sports Law
(offered every fall).....3

This class is a survey of the legal issues associated with what is commonly referred to as sports law. Laws affecting a range of sports-related activities are examined, including application of contract law to sports relationships; standard form contracts in sports; the doctrine of restraint of trade; competition law as applied to sports; internal regulation of sports including topics such as discipline, natural justice, and rights of athletes; civil and criminal liability arising from participation in and management of sports; the internationalization of sports law; and dispute resolution in sports. Prerequisite: BUS 361.

BUS 453 Athletic Administration and International Sport
(offered every spring)3

In part one of this course, the management of amateur athletics is introduced, including a review of the organizational structures of intercollegiate athletic departments, conferences, and the NCAA. In part two, the class analyzes, in light of an expanding global sport industry, the organization and management of international sport, including the European “Club” structure and Olympic movements. Prerequisite: BUS 374.

BUS 454 Facility and Game Event Management
(offered every fall).....3

This class offers an overview of the operation, management, and financing of public and private assembly facilities, including arenas, coliseums, and stadiums. Also covered are the elements of managing sport games and events. Prerequisite: BUS 374.

BUS 481 Quantitative Methods for Business Decision-Making
(offered every spring)3

This class studies the application of linear programming, network models, and forecasting models, and presents simulations of various problems encountered by smaller businesses. Prerequisite: MTH 145.

BUS 488 Business Strategies and e-Portfolio
(offered every spring)3

Through case studies, in this course students analyze each major business function in terms of how the function is integrated into the particular business. The course impels students to synthesize their knowledge and create better, more positive strategies for business success. Prerequisites: BUS 345 and BUS 371.

BUS 498 Business Internship
(offered every semester)6

For the Business Internship, individual employers accept students for participation in job activities that meet the objectives of the International School of Business, the employer, and the student. A learning agreement is developed between the student and a faculty mentor, who then ensures that the student’s knowledge is applied and utilized in the work setting. Prerequisite: junior or senior standing.

BUS 499 Senior Thesis or Project in Business
(offered every semester)6

The end product of this class is a comprehensive and integrated research paper and presentation focusing on a topic of interest to the student. This thesis or project is intended to demonstrate the student’s capacity to synthesize and apply knowledge from an organizational perspective. Prerequisites: senior standing and permission of instructor.

BUS 499 Senior Capstone
(offered every semester)3

For this class, students prepare a culminating research paper, design a research project, or participate in an internship experience in an area of business. The focus is on topics of interest to the student, and the paper or project is intended to demonstrate the student’s ability to synthesize and apply knowledge. Prerequisites: junior or senior status and permission of the instructor.

Chemistry

CHM 121 Chemistry and Society
(offered odd spring)4

This course introduces basic chemistry principles such as elements, compounds and mixtures, atomic structures and

periodic properties, chemical bonding, aqueous solutions, acids and bases, and energy relationships. The chemistry concepts are discussed in the context of important societal issues, such as clean air and water, global climate change, acid rain, ozone depletion, and biotechnology. Includes laboratory. Prerequisite: MAT 140.

CHM 131 Chemistry of Artists' Materials (offered every spring)4

This course covers the basics of chemistry, including elements, compounds, atoms, chemical bonding, the periodic table, acid-base and oxidation-reduction reactions, and basic inorganic and organic chemistry. The concepts are studied in the context of artists' materials: paints and dyes, paper, fibers and plastics, metals and alloys, ceramics and glass. Light and color of materials are examined. Includes laboratory. This class is open only to Art and Design students or by permission of instructor.

CHM 145 Chemistry of Living Systems (offered every fall).....3

The focus of this course is the chemical basis of life processes. It surveys general chemistry and organic chemistry, then focuses on biochemistry. Specific topics include atomic and molecular structure, chemical change, organic compounds, proteins, carbohydrates, lipids, metabolism, and hormones. It is assumed that students have some background in science. Prerequisite: a minimum of two years of high school science (chemistry, biology, and/or physics). Alternately, students should complete at least one college science course with a significant chemistry component, such as CHM 121 or BIO 111.

Computer Information Systems

CIS 102 Introductory Computer Applications (offered every semester)3

The course includes an overview of how computers work, computer terminology and concepts, and the use of a computer as a tool in various disciplines. The course provides extensive coverage of the use of Microsoft Office® 2007 software for problem solving and decision-making. Applications include Word, Excel, Access, and PowerPoint. Students create documents, worksheets, databases, and presentations suitable for coursework, professional purposes, and personal use. Also included is information about Microsoft Office® Outlook, communications and scheduling software, creating Web pages, and the integration of software applications with the World Wide Web.

CIS 202 Intermediate Computer Applications (offered every semester)3

This course builds on basic student knowledge of Microsoft Office® 2007 software. The course covers the advanced features of Word, Excel, and PowerPoint, including integration among them and with the Internet. Students work with various business situations and are required to use problem-solving, critical thinking, and hands-on computer skills to design documents for each situation. Prerequisite: CIS 102 or equivalent, or permission from the instructor.

CIS 350 Topics in Computer Information Systems (offered as needed)3

This class covers the use of the Internet as a resource and the common software packages frequently used for Internet problem solving and decision-making.

Communications

COM 101 Introduction to Communications (offered every fall)3 credits

This introductory course blends theory and practice as students explore the nature of human communication and are introduced to interpersonal communication, mass communication, and organizational communication. Students practice critical analysis and production of effective oral, visual, and written communication, and become acquainted with the role of communication in culture, as well as the possibilities for using communication skills in their careers.

COM 108 Fundamentals of Public Speaking (offered every semester)2 credits

This course focuses on the preparation and delivery of informative and persuasive speeches in the classroom and beyond. Covered are basic rhetorical principles to enrich understanding, analysis of professional speeches to inform, speaking and listening competencies, and the practice of sound ethics.

COM 201 Survey of Mass Communications (offered every fall starting Fall 2010).....3 credits

This course examines the history of mass communication—its theories and impacts, including agenda setting, politics, and social change, as well as the relationships among emerging communication technologies and communication theories.

Course Descriptions

COM 250 Special Topics in Communication
(offered as needed)3 credits

This course gives students an opportunity for in-depth exploration of an aspect of the field of communications not dealt with extensively in other communications courses. Topics may include Interpersonal Communications and Internet Journalism.

COM 288 Rhetoric and Persuasion
(offered every spring).....3 credits

This course in classical and contemporary rhetorical theory uses theories of language, representation, and communication to critique public discourse and create oral and written arguments designed for the public sphere.

COM 322 Communication, Culture, and Community
(offered every fall)3 credits

This course examines the role of communication in the formation and maintenance of community experience. We explore the role of public space, the ways people experience community, and the challenges people face as they come together. Through ethnography and service learning, we will critically examine issues of representation in participation, conflict, and commitment.

COM 350 Special Topics in Communication
(offered as needed)3 credits

This course gives students an opportunity for in-depth exploration of an aspect of the field of communications not dealt with extensively in other communications courses. Topics may include Communications and the Environment and Video Journalism.

COM 375 Research in Communication
(offered odd spring starting Spring 2011)3 credits

This course, which addresses topics similar to the ones above, is an opportunity to engage in team research that culminates in a project co-written with the instructor. The goal is publication or delivery at a regional academic conference.

COM 497 Presentation and Portfolio
(offered as needed)3 credits

This course provides students an opportunity to create a professional portfolio and enhance their professional presentation skills. Prerequisite: Senior status and concurrent enrollment with HUM 499 required.

Computer Technology
CPT 202 Digital Applications and Technologies for Life
(offered every semester)3 credits

This course provides training in the application of digital technologies, including computers, digital video and cameras, courseware and software, website development, blogging, podcasting, and others. Internet safety, intellectual property rights, and ethical issues associated with Internet use are examined. Students develop a multimedia project incorporating four of the digital technologies learned in the course.

Criminal Justice
CRJ 101 Introduction to Criminal Justice
(offered every fall).....3

This introductory course covers the traditional components of the criminal justice system including police, courts, and corrections, along with discussion of the general influences of community, family, legislation, and victims’ rights groups on the criminal justice system.

CRJ 104 Police Operations
(offered every spring)3

This class studies the roles and responsibilities of the police officer during the activity of patrol. It includes discussion of the types of patrols, and the role of an officer in traffic stops, prowler calls, felonies in progress, suicide, hostage calls, and group disturbances. Prerequisite: CRJ 101 or permission of instructor.

CRJ 140 Corrections
(offered every fall).....3

This class is an introduction to the correctional system. The types of correctional institutions are identified and discussed, from boot camps through super-max security prisons. The functions of parole and probation are identified and explored in depth. The many career paths within the correctional system are also addressed. Prerequisite: CRJ 101 or permission of instructor.

CRJ 201 Criminal Investigation I
(offered every spring)3

The fundamentals of investigative techniques such as surveillance, search at the crime scene, developing sources of information, collecting and preserving evidence, and modern methods of investigation and police operations are studied. Prerequisites: CRJ 101 and CRJ 104 or CRJ 140, or permission of instructor.

CRJ 203 Client Growth and Development

(offered every spring)3

This course discusses the differences between normal and criminal behavior, explores the causes and development of criminal behavior, and identifies specific problems and interventions as they relate to offenders. Treatment options and community alternatives to institutionalization are also discussed. Prerequisite: CRJ 101 or permission of instructor.

CRJ 205 Criminal Law

(offered every fall).....3

Criminal Law studies the elements, purposes, and functions of criminal law. Also covered are sources of criminal law, contempt and conspiracy, criminal responsibility, defenses to crime, laws of arrest, search and seizure, and other laws. Actual cases are studied. Prerequisite: CRJ 101 or permission of instructor.

CRJ 208 Criminal Procedures

(offered every spring)3

This class is a study of the fundamentals of criminal procedures including the elements of a crime, legal implications related to rules of evidence, search, seizure, arrest, interview, interrogation, and court presentation. Prerequisite: CRJ 205 or permission of instructor.

CRJ 210 Professional Communications in Criminal Justice

(offered every fall).....3

This course instructs the student in interview and interrogation techniques for witnesses, victims, and suspects in the criminal justice system. Also covered are report writing, construction of search and arrest warrants, and testifying in court. Prerequisite: CRJ 101 or permission of instructor.

CRJ 240 Correctional Institutions

(offered even spring starting Spring 2010).....3 credits

This course will examine organizational and operational methods in prisons and correctional institutions. The evolution of corrections, objectives of incarceration, alternatives to incarceration, community based corrections, security levels, and human concerns of inmates while in custodial care will be discussed. Prerequisite: CRJ 140.

CRJ 241 Client Relations

(offered odd spring).....3 credits

This course will examine the meaning and function of culture, attitude formation, and the impact of discrimination as it relates to correction clients. It will also address professional responsiveness to correctional

populations. Prerequisite: CRJ 140.

CRJ 250 Topics in Criminal Justice

(offered as needed)3

This course gives students an opportunity for in-depth exploration of an aspect of the field of criminal justice not dealt with extensively in other criminal justice courses. Topics may include Private Security, Emergency Management, Murder in the U.S., Critical Issues in Policing, and Sex Crimes.

CRJ 304 Community Policing

(offered odd fall starting in 2011)3 credits

Community policing involves a rethinking of the role of the police and a restructuring of a police organization. It emphasizes the community/police collaboration, interpersonal skills, dealing with diversity, interacting with special needs populations, and coordinated crime prevention efforts in the community. Prerequisite: CRJ 104.

CRJ 301 Criminal Investigation II

(offered even fall)3 credits

This course will be mostly lab, expanding on the concepts learned in Criminal Investigations I, especially as it relates to the collection and preservation of evidence. Prerequisite: CRJ 201.

CRJ 340 Legal Issues in Corrections

(offered even spring starting Spring 2012).....3 credits

This course provides an overview of how the law impacts corrections-related decisions. Constitutional law, procedural law, court process, prisoner's rights, and current legal topics as pertinent to corrections will be discussed. Prerequisite: CRJ 140.

CRJ 350 Topics in Criminal Justice

(offered as needed)3 credits

This course gives students an opportunity to explore aspects of the field of criminal justice not covered extensively in other courses. Topics may include Conflict Resolution, Police Administration, Constitutional Law, and Women and Minorities in Criminal Justice. Prerequisite: CRJ 101 or permission of instructor.

Drama

DRM 113, 114, 213, 214, 313, 314 Theater Production

(offered every semester)3

In Theater Production students participate in all phases of the production of a twice-yearly Finlandia University play. Class activities typically involve cooperation with children and adults in the community.

Course Descriptions

DRM 250 Topics in Theater
(offered as needed)1-3

This course offers students an opportunity to explore a fine arts sub-genre or theme not covered in regular survey courses.

Economics

ECN 231 Microeconomics
(offered every spring)3

Microeconomics is a social science that studies the choices that individuals, businesses, governments, and entire societies make when coping with scarcity, and the incentives that influence and reconcile those choices. In this very broad subject, which touches all aspects of human lives, students go beyond the definition of microeconomics to understand the types of questions economists try to answer, the way economists think, and how they go about seeking answers. Students learn how choices end up determining what, how, and for whom goods and services are produced, and when choices made in pursuit of self-interest also promote social interest.

ECN 232 Macroeconomics
(offered every fall).....3

Macroeconomics is a social science that studies how the nation’s overall economy works. It introduces students to the theoretical and practical principles that drive national markets relative to production, prices, business and government policy decision-making, and consumer behavior. Topics include recessions, economic growth cycles and growth rates, inflation, consumption, saving and savings, taxes, fiscal and monetary policy, and national and trade deficits.

ECN 332 Sports Economics
(offered every spring)3

In this course, economic concepts are applied to sports and the management of sports franchises. Topics include sports organization, team financing, player compensation, labor economics, labor relations, team policies, the organization and structure of sports franchises as profit-maximizing entities, competition within the industry, college sports, and the costs and benefits of a franchise to a city. Prerequisites: ECN 231 and ECN 232.

ECN 350 Topics in Economics
(offered as needed)3

This course investigates in greater depth aspects of economics not covered or only lightly touched on in other economics courses. Topics may include The European Union, The Less-Developed Countries in the

World Economy, U.S. Trade Policies and Asia, Contemporary Economic Problems, or the Environment and Economics.

ECN 351 Managerial Economics
(offered every fall).....3

Managerial Economics studies the coordination of economic theory with managerial practices. Topics include consumer demand, production functions, cost behavior, output determination, and pricing within various market structures. Prerequisites: ECN 231, ECN 232, and MAT 140.

Education

EDU 101 Foundations of Education
(offered every semester)3

This class offers students the opportunity to explore the teaching profession. The student studies the teaching process, including the education of teachers, their role, the nature of the learners, the history and control of American education, and the rewards and frustrations of the profession.

EDU 156 Physical Education Methods for Elementary School Teachers
(offered every spring)3

This class helps elementary education students understand the principles and practices of health and physical education as applied to individual development of personal and social skills. Topics include the use of health and physical education activities to promote life long fitness, safety practices associated with physical activities, movement exploration, and the development of a child’s positive self-concept through physical education. Prerequisite: EDU 101.

EDU 201 Educational Psychology
(offered every spring)3

This course explores issues related to learning theory, human growth and development, and school reform efforts. An overview of models of teaching, discipline theories, and the purpose and processes of assessment are provided. A field experience is required. Prerequisite: EDU 101 with a grade of “B-” or higher, PSY 201, and sophomore standing.

EDU 203 - Digital Technologies and Applications for Teachers
(offered every spring)3

This course presents an overview of the use of technology in education, including online safety, productivity tools, software evaluation, and equipment proficiency. Students employ emerging technologies in

the classroom environment by designing lesson plans and sharing practical ways to incorporate technology into the classroom curriculum using a weekly blog. Prerequisite: CIS 102.

EDU 301 Methods of Teaching Language Arts (offered every fall).....3

This course is the study and exploration of methods integrating children's literature with the language art skills of listening, speaking, reading, and writing. Activities to enhance language arts development are designed and evaluated. The class includes a scheduled field experience in addition to regular class meetings. This course must be taken concurrently with EDU 302 and EDU 311. Prerequisites: EDU 201 and admission into the Elementary Education program.

EDU 302 Methods of Teaching Social Studies (offered every fall).....3

This course examines the objectives, methods, content, and instructional materials used in the teaching of social studies in elementary school. Critical thinking, problem solving, cultural diversity, cooperative learning, and integrating social studies across disciplines are emphasized. A field experience is required. This course must be taken concurrently with EDU 301 and EDU 311. Prerequisites: EDU 201 and admission into the Elementary Education program.

EDU 303 Methods of Teaching Math (offered every spring)3

This course is a study of the content, problems, and methods of teaching mathematics in the elementary school. Curriculum design, lesson preparation, and the context for learning are emphasized within the framework of national and state standards. Problem solving, the use of technology, and assessment are also included. The class includes a scheduled field experience in addition to regular class meetings. This course must be taken concurrently with EDU 304 and EDU 312. Prerequisites: EDU 301, EDU 302, and EDU 311.

EDU 304 Methods of Teaching Science (offered every spring)3

This course is a study of the content, problems, and methods of teaching science in the elementary school. Curriculum design, lesson preparation, and the context for learning are emphasized within the framework of national and state standards. Problem solving, the use of technology, and assessment are also included. The class includes a scheduled field experience in addition to regular class meetings. This course must be taken concurrently with EDU 303 and EDU 312. Prerequisites: EDU 301, EDU 302, and EDU 311.

EDU 311 Methods of Teaching Reading I (offered every fall).....3

This course studies the major philosophies, approaches, and techniques of reading instruction. It examines the reading process, the development of reading competence, and the teaching of reading through content areas. Current reading research is surveyed. A field experience is required. This course must be taken concurrently with EDU 301 and EDU 302. Prerequisites: EDU 201 and admission into the Elementary Education program.

EDU 312 Methods of Teaching Reading II (offered every spring)3

This course further studies the reading process by examining the factors that contribute to difficulties in reading, the diagnostic techniques used in assessing reading problems, and the methods of evaluating student progress. Organization and management of classroom reading programs and strategies for meeting the needs of exceptional and minority students are investigated. A field experience is required. This course must be taken concurrently with EDU 303 and EDU 304. Prerequisites: EDU 301, EDU 302, and EDU 311.

EDU 401 Teaching of Art, Music, and Theater (offered every fall).....3

This course examines the methods and materials used in the visual arts, music, and theater fields that are essential to the development of artistic and musical creativity. Basic skills and practical work experience are included in this preparation for teaching art, music, and theater in elementary education. Prerequisites: EDU 303, EDU 304, and EDU 312.

EDU 411 Teaching of Exceptional Children (offered every fall).....3

This course is a general introduction to the characteristics of exceptional learners and their education. Emphasis is on classroom practices and the psychological, sociological, and medical aspects of disabilities and giftedness. Prerequisites: EDU 303, EDU 304, and EDU 312.

EDU 498 Student Teaching Internship (offered every semester)11

This is a supervised practicum in which students engage in planned instruction and other responsibilities of the teacher as a professional educator and reflective practitioner. Placement is primarily in schools located in Keweenaw, Houghton, Baraga, and Ontonagon counties. Students must have transportation. EDU 498, taken concurrently with EDU 499, is considered a full

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load. No other classes may be taken concurrently. Students follow the calendar of the school district, not the university. Prerequisite: Successful completion of the requirements for student teaching.

EDU 499 Student Teaching Seminar
(offered every semester)1

The Student Teaching Seminar meets weekly during the student teaching experience. Elementary Education faculty members and other students who are teaching discuss and explore the challenges, experiences, and difficulties encountered in the student teaching experience. This seminar must be taken concurrently with EDU 498 and requires successful completion of both the written and oral exit interview portfolio requirements. Prerequisite: Successful completion of the requirements for student teaching.

English

ENG 101 Basic Grammar and Composition
(offered every fall).....3

In the first half of this class students write different types of paragraphs; in the second half, students write essays. Designed for developmental writers, the class covers grammar and includes the reading of essays.

ENG 103 College English I
(offered every semester)3

This class is designed to improve reading, writing, and speaking abilities. The emphasis is on writing essays and the analysis of essays and major literary works.

ENG 104 College English II
(offered every semester)3

This class builds on the skills acquired in ENG 103. The emphasis is on writing essays and completing a research paper. Critical and analytical reading skills are used in discussing complex literary works. Prerequisite: ENG 103 or permission of instructor.

ENG 201 College Grammar and Composition
(offered every spring)3

This class studies college-level grammar and punctuation and their relationship to stylistics, and strengthens student knowledge of English structure. Students review the rules that govern the English language and create examples. Short compositions are composed in a variety of modes, making use of the elements of the sentence, the paragraph, and the short essay. Prerequisite: ENG 103 or permission of instructor.

ENG 219 Creative Writing
(offered every fall).....3

This class is an introduction to the writing of fiction, poetry, and the literary essay. It includes a variety of readings to support student writing. Prerequisite: sophomore standing, or completion of ENG 104, or permission of instructor.

ENG 233 Survey of American Literature
(offered every fall).....3

This is a survey of American literature in an historical context from its beginning to the present. The course introduces the student to literary movements and major writers. Prerequisite: ENG 103 or permission of instructor.

ENG 243 Survey of English Literature
(offered every fall).....3

This is a chronological survey of English literature from Beowulf to Modernism, concentrating on major figures and works. Prerequisite: ENG 103 or permission of instructor.

ENG 263 Survey of European Literature
(offered as needed)3

This is a survey of continental European literature from the ancient world to the present. Prerequisite: ENG 103 or permission of instructor.

ENG 291 Film as Art
(offered odd spring)3

This course evaluates films of different genres and introduces film history and the terminology of film criticism. Prerequisite: ENG 104 or permission of instructor.

ENG 320 Survey of the English Language
(offered every spring)3

This course examines how linguistics, literacy, and history shape and reshape the English language. Students are introduced to various components of English, including discourse, pragmatics, grammar, communication, semantics, phonetics, phonology, morphology, syntax, and lexicon. Prerequisite: ENG 104 or equivalent.

ENG 322 Children's Literature
(offered every spring)3

This class is a survey of children's literature in a historical context with emphasis on genre, thematic content, and criteria for selection. Prerequisite: ENG 104.

ENG 323 Advanced Writing

(offered even spring).....3

This intensive writing course seeks to expose students to intermediate-level rhetorical modes and strategies. A broad range of writing styles and genres will be explored, with an emphasis on creative non-fiction. Students will create a professional portfolio and are encouraged to submit their work for publication. Prerequisite: ENG 104; enrollment in English 219 prior to this course is highly recommended.

ENG 332 Great Books of the United States: American Literary Landscape

(offered even fall)3

This class focuses on reading and discussing major American writers such as Twain, Thoreau, Cather, Fitzgerald, Faulkner, and Plath. Students examine how these authors use the American landscape to create fictional environments that range from disharmonic inner realities to realistic regional portrayals. Prerequisite: ENG 104.

ENG 350 Topics in Literature or English

(offered every spring)3

This course offers the student the opportunity to explore a subgenre or theme in literature not found in the regular survey courses. Topics may include (but are not limited to) mythology; Scandinavian, African, African-American, and Native American literature; magical and social realism; and the literature of work, revolution, war and peace, utopia, and western America. Prerequisite: ENG 104.

ENG 403 Cultures in Conflict

(offered odd spring)3

This class studies major conflicts around the globe, and analyzes their effects on human societies and the environment. This class focuses on literary works written in English by under-represented writers, exploring territories as diverse as an urban ghetto in South America, a rural village in Africa, or a Maori community in New Zealand. Texts may include historical analyses, fiction, poetry, literary journalism, and drama. Prerequisite: ENG 104.

Environmental Studies

ENV 202/HUM 202 Introduction to Environmental Studies

(offered odd fall).....3

This course incorporates ecology, art, literature, and ethics, giving students a hands-on appreciation of the human relationship with the natural world through field

trips, academic study, and personal reflection. The class introduces students to environmental challenges at the personal, regional, and global levels.

ENV 213 Outdoor Recreation Skills and Leadership

(offered as needed)2

This course includes field trips to Copper Country historical sites, the use of maps and a compass, campfire building, fishing, orienteering, biking, and identification of rocks, trees, and wildlife. It meets the first 7-1/2 weeks of the semester.

ENV 401 Environmental Policy and Law

(offered even fall)3

This course examines the role of government and citizens in formulating, implementing, and enforcing environmental policy. Students investigate the formal and informal mechanisms involved in controlling pollution and protecting the environment. The pros and cons of regulatory and economic approaches to pollution control are considered. Prerequisite: ECN 232.

English as a Second Language

ESL 101 Reading I

(offered every fall).....4

Students read a broad range of texts, from simple stories and articles with basic vocabulary to more advanced readings from newspapers and magazines. During the second semester, fiction and more challenging academic texts will be introduced. Emphasis is on building vocabulary and refining a student's understanding of written English through reading, writing, and talking about various texts.

ESL 102 Writing I

(offered every fall).....4

This class helps students write more clearly and fluently in English. Vocabulary and grammatical structures will be taught in context, and students apply what they learn in essays and other written assignments. During the second semester, more emphasis is placed on academic and business writing, with practice in summarizing, creating arguments, and documenting sources. Readings and writing assignments improve the student's understanding of American culture, history and politics.

ESL 104 Oral Communication

(offered every fall).....4

This class is designed to improve the student's speaking skills and listening comprehension. The first semester, emphasis is on gaining confidence to speak English in public for a wide variety of purposes. Students go on field trips to local stores, businesses, schools, and organizations,

Course Descriptions

where they learn to communicate effectively with local residents. Additionally, students will interview Finlandia faculty members and other American students. During the second semester, emphasis is on academic listening and speaking. Students make short oral presentations and gain practice taking notes in English from lectures, video-taped recordings, and other sources.

ESL 105 Grammar I
(offered as needed)3

Vocabulary and grammatical structures are taught in context, and students will apply what they learn in essays and other writing assignments.

ESL 111 Reading II
(offered every spring)4

ESL111 is a continuation of ESL 101. Students read a broad range of texts, from simple stories and articles with basic vocabulary to more advanced readings from newspapers and magazines. During the second semester, fiction and more challenging academic texts will be introduced. Emphasis is on building vocabulary and refining a student's understanding of written English through reading, writing, and talking about various texts.

ESL 112 Writing II
(offered every spring)4

A continuation of ESL 102, this class helps students write more clearly and fluently in English. Vocabulary and grammatical structures will be taught in context, and students apply what they learn in essays and other written assignments. During the second semester, more emphasis is placed on academic and business writing, with practice in summarizing, creating arguments, and documenting sources. Readings and writing assignments improve the student's understanding of American culture, history, and politics.

ESL 114 Academic Listening and Speaking
(offered every spring)4

A continuation of ESL 104, this class is designed to improve the student's speaking skills and listening comprehension. The first semester, emphasis is on gaining confidence to speak English in public for a wide variety of purposes. Students go on field trips to local stores, businesses, schools, and organizations, where they learn to communicate effectively with local residents. Additionally, students will interview Finlandia faculty members and other American students. During the second semester, emphasis is on academic listening and speaking. Students make short oral presentations and gain practice taking notes in English from lectures, video-taped recordings, and other sources.

ESL 115 Grammar II
(offered every spring)4

A continuation of ESL105, vocabulary and grammatical structures are taught in context, and students apply what they learn in essays and other writing assignments.

Finnish Studies

FNS 151 Elementary Finnish I
(offered every semester)4

In this course students learn the basics of the Finnish language. Class work is based heavily on the oral skills of pronunciation and speaking. Grammar, vocabulary, hearing exercises, and written skills are also covered. Tervetuloa!

FNS 152 Elementary Finnish II
(offered every spring)4

This course deepens understanding of the Finnish language. Students learn additional vocabulary, practice oral communication skills, and write short essays. Grammar and hearing exercises are also part of the course. Prerequisite: FNS 151 or equivalent.

FNS 251 Intermediate Finnish I
(offered as needed)4

The main emphasis of this class is on oral and written Finnish. Grammar, vocabulary, hearing, and reading comprehension exercises are part of the course. Students plan and present a 20-minute oral project at the conclusion of the class. Prerequisite: FNS 152 or equivalent.

FNS 252 Intermediate Finnish II
(offered as needed)4

The main emphasis of this class is on oral and written Finnish. Grammar, vocabulary, hearing, and reading comprehension exercises are part of the course. Students plan and present a 20-minute oral project at the conclusion of the class. The project is presented to the first-year Finnish language class. Prerequisite: FNS 251 or equivalent.

FNS 321 History and Culture of Finland
(offered every spring)3

This course explores the country of Finland and its many aspects. Students gain an understanding of Finland as a modern nation. Topics include major historical periods of Finland, lifestyle, culture and mentality, education, politics and society, nature, and population.

FNS 350 Topics in Finnish Studies

(offered every fall).....3

This course offers the student the opportunity to study a particular aspect of Finnish culture or society. Topics may include Finnish literature in translation, Finnish film, study of Finland's national epic The Kalevala, and others.

French

FRN 199 General Education Req. Fulfilled By Transfer

This designation is for courses in the French language transferred to Finlandia University.

Geography

GEO 201 World Regional Geography

(offered every spring)3

This course is a study of world regions, with emphasis on the interrelationships between the physical and human cultural components of geography.

GEO 202 Geography of North America

(offered even fall)3

This course analyzes the physical, political, economic, and social aspects of North America's geography, with strong emphasis on the opportunities and problems resulting from the distribution of people and resources on the continent.

GEO 350 Topics in Geography

(offered as needed)3

This course gives students an opportunity to investigate in greater depth aspects of the field of geography not covered extensively in other survey courses. Topics may include cultural or economic geography, the geography of Africa, the Pacific Rim, Europe, Michigan, and others.

German

GRM 151 Elementary German I

(offered as needed)4

In this course, pronunciation, easy conversation, and basic grammar of the German language are covered. The emphasis is on basic patterns of language and vocabulary.

GRM 152 Elementary German II

(offered as needed)4

This course is a continuation of GRM 151. Pronunciation, grammar, vocabulary, and written and oral communication skills are covered. An overview of German culture is also presented. Prerequisite: GRM 151 or equivalent.

History

HIS 103 History of Art I

(offered every fall).....3

This class examines sculpture, architecture, and painting from pre-history through the medieval periods of Western Civilization. It also explores the arts of non-Western cultures.

HIS 203 History of Art II

(offered every spring)3

This class explores sculpture, architecture, painting, and other art forms of Western and non-Western cultures from the Renaissance period to the late 19th century. Prerequisite: HIS 103 or permission of instructor.

HIS 205 World Civilizations I

(offered every fall).....3

This course is a survey of the development of civilizations in Asia, Africa, Europe, and the Americas from their earliest beginnings to the early 17th century. The origins and evolution of political, religious, economic, and cultural ideas and institutions are studied.

HIS 206 World Civilizations II

(offered every spring)3

This class is a survey of the major developments in world civilizations over the past four hundred years. Strong emphasis is placed on the effects of industrial and political revolutions, population growth and urbanization, transportation and communication improvements, colonialism and the nation-state system, and the world of the 21st century. The effects of change on the arts are included.

HIS 211 History of the United States to 1865

(offered even fall)3

This class covers the Age of Discovery to the Civil War: the Colombian Exchange, the colonial era, the American Revolution, the Constitution and the new nation, expansion, slavery, sectionalism, reform movements, and the Civil War.

HIS 212 History of the United States since 1865

(offered every spring)3

This class covers the Civil War to the present, emphasizing political, social, and economic changes due to industrialization, population migration, and the emergence of the United States as a world power. Michigan history is incorporated.

Course Descriptions

HIS 303 History of Art III

(offered every fall).....3

This course is a survey of major movements and modern perspectives in 20th century art. These include Cubism/Dada, Russian Avant-Garde, German Expressionism, Surrealism, the Bauhaus, American Modernism, Abstract Expressionism, Pop, Post-pop, Conceptual and New-Conceptualism, Earth and Performance Art, Minimalism and Post-Minimalism, and Media Art consisting of photography, video and computer generated imagery. The social and political context of each is examined. Prerequisite: HIS 203 or permission of instructor.

HIS 350 Topics in History

(offered as needed)3

This course offers the student an opportunity to explore topics either not found or only lightly touched on in survey history courses. Topics may include U.S. History from the 1960s to the 1990s, nationalism in the modern world, modern Russian history, oral history, and history of the Upper Peninsula and the Copper Country.

HIS 406 History of Design

(offered every spring)3

This course covers the historical development of the profession of design from its origin in ancient traditional crafts through contemporary design. Artistic, social, cultural, political, and economic issues that influence design theories and development are investigated. The emphasis is on 20th century development.

Human Services

HMS 111 Introduction to Human Services

(offered every fall).....3

This class is an introduction to the human services profession beginning with its history and continuing with current trends, including types of services, social policy, and client interventions.

HMS 270 Psychological and Physiological Aspects of Substance Abuse

(offered every spring)3

This class studies the causes, types, treatments, and prevention of substance abuse, as well as drug classifications and HIV/AIDS. Cross-listed with PSY 270.

HMS 271 Interviewing and Counseling Techniques

(offered every fall).....3

This class assists students in the development of interviewing and communication skills, including responsive listening and problem solving, and introductory counseling techniques. Cross-listed with PSY 271. Prerequisite: HMS 111 or PSY 201.

HMS 272 Human Service Practicum and Seminar

(offered every spring)3

This class is a field placement experience in a human service agency or related institution. Students observe professionals and provide service in selected structured situations. The accompanying seminar introduces the student to experiential learning approaches. The dimensions and contexts of human service agencies are also explored. Prerequisites: HMS 271 or PSY 271, and permission of instructor.

HMS 280 Chemical Dependency and Family

(offered every fall).....3

This course exposes the student to an understanding of the multiple factors which impact individuals, families and communities affected by alcohol or other drug problems. The course introduces factors that define the modern family, including those that differentiate the “healthy” family from the “problematic” family. A variety of approaches and disciplines relevant to the treatment of substance use disorders are explored, including traditional views of individual pathology and techniques, strategies, and approaches that differentiate family systems work from individual counseling. Cross-listed with PSY 280. Prerequisites: HMS 270 or PSY 270.

HMS 281 Group Dynamics and Counseling

(offered every spring)3

This class is a study of theoretical knowledge and techniques for effective group leadership, including group dynamics, therapeutic forces, and current trends. Cross-listed with PSY 281. Prerequisite: HMS 271 or PSY 271.

Health Sciences

Note: Health Sciences credits are differentiated by theory and clinical components. For example, (4-2) indicates four theory credit hours and two clinical hours. Each clinical credit hour is equivalent to three clock hours.

HSC 118 Medical Terminology for Health Care (3-0)

(offered every spring)3

This course focuses on the component parts of medical terms: prefixes, suffixes, combining forms, and root words. Students will learn, through a step-by-step word-building process, to understand and to be understood in the use of the language of medicine. Students practice formation, analysis, and reconstruction of terms. Emphasis is placed on spelling, definition, and pronunciation. This course provides an introduction to body systems, their operative, diagnostic, therapeutic and symptomatic terminology, as well as systemic and surgical terminology. Students study the application of these terms to medical documentation, physical

examinations, and medical diagnostic procedures. Mastery of medical terminology is essential for successful administrative, clinical, and laboratory interaction in the complex health care environment.

HSC 240 Pharmacology for Allied Health (2-0) (offered every summer).....2

This course introduces students to the classification of medications and basic pharmacological principles. Students apply these basic principles to the identification of common medications, medication preparation, and administration of medications and effects of medications on major body systems. Students will complete and test out of a self-guided drug calculation program. Prerequisites: BIO171, BIO172, MAT130 or MAT140.

HSC 246 Law and Ethics for the Health Professions (2-0) (offered every summer).....2

This course engages the student in learning about the legal and ethical issues within the health care environment. The focus is on identifying complex legal and ethical issues, tort and criminal laws, and rules governing medical and health care practices. Specific issues of professional legal and ethical conduct, laws governing confidentiality, bioethics, medical records, reporting, end-of-life and beginning-of-life issues, legal and ethical issues and the effects of managed care, and risk management procedures will be examined.

Humanities

HUM 101 Introduction to Liberal Studies (offered as needed)3

This course introduces students to the Liberal Studies disciplines—the humanities, social sciences, natural sciences, and mathematics. Through reading and discussion students learn how each discipline responds to the world, approaches problems, poses questions, and develops new knowledge. Examples of thinking and writing across disciplinary lines are explored.

HUM 202/ENV 202 Introduction to Environmental Studies (offered odd fall).....3

This course incorporates ecology, art, literature, and ethics to give students a hands-on appreciation of our relationship with the natural world. Course activities include field trips, academic study, and personal reflection. Students are introduced to environmental challenges at the personal, regional, and global levels.

HUM 301 Contemporary Voices in Science (offered even spring).....3

This course explores the interaction between contemporary scientific principles and the natural world. The ethical implications of science are examined through topics such as the green revolution, genetic alteration, global climate change, and nanotechnology. Prerequisite: ENG 104.

HUM 310 Turning Points in History (offered every fall).....3

The course introduces students to the idea of “History as Progress” and how it has developed over time. The origins of this idea, both ancient and modern, and the ways it has shaped the political, religious, and economic aspects of the modern world, are emphasized, and various criticisms of this idea are explored. Prerequisite: Junior status or permission of the instructor.

HUM 350 Topics in Humanities (offered as needed)3

This course offers students an opportunity to explore in depth a sub-genre or theme of the humanistic experience as viewed by diverse contemporary religious thinkers representing both the East and the West.

HUM 499 Senior Capstone Project in Liberal Studies (offered every semester)3

For this class, students prepare a cross-disciplinary research paper, design a research project, or participate in an internship experience. The focus is on topics of interest to the student, and the paper or project is intended to demonstrate the student’s ability to synthesize and apply knowledge. Prerequisites: junior or senior status and permission of the instructor.

Journalism

JRN 115, 116, 215, 216 Journalism Practicum (offered every semester)2

This class presents the fundamentals of journalistic writing and a survey of the field as a career. The course teaches principles of news writing, editing, layout, interviewing, and production. The focus is on publication of The Roar, the monthly Finlandia University student newspaper.

JRN 201 News Reporting and Writing (offered even fall)3

This course introduces students to the basics of print reporting, including ethics, finding sources, interviewing, covering community events, court reporting, and AP style. It includes in-class and out of class reporting on hard news and features.

Course Descriptions

JRN 205 News Editing
(offered odd fall starting in 2011).....3

In this course, students practice news editing techniques as they write headlines and edit copy. The course also discusses editing responsibility and ethics, the power of editing, and libel and taste issues.

Medical Assistant

Note: Medical Assistant credits are differentiated by theory and clinical components. For example, (4-2) indicates four theory credit hours and two clinical hours. Each clinical credit hour is equivalent to three clock hours.

MAS 205 Medical Assistant Administrative
Procedures (3-1)
(offered every summer).....4

This course introduces medical students to office management and business administration. Students will learn to schedule appointments, file, manage records, perform telephone and reception duties, and communicate effectively with patients, community members, and other health care and medical office staff. Prerequisites: CIS 102 or higher, ENG 103, HSC 118, HSC 246, acceptance to the Medical Assisting program.

MAS 210 Medical Insurance Billing and Coding (2-1)
(offered every fall).....3

This course introduces the student to medical coding used to translate diagnoses and procedures into numbers for statistical and billing purposes. Students will learn the basic guidelines for diagnostic and procedural coding. The student uses coding methodology, managed care guidelines, and terminology to generate complete medical health insurance billing and claim forms. Co-requisite: BUS 201. Prerequisites: CIS 102 or higher, BIO 172, HSC 118, HSC 240, HSC 246, acceptance to the Medical Assisting program.

MAS 212 Medical Transcription (1-1)
(offered every fall).....2

This course focuses on developing self-discipline, strong language skills, typing accuracy and speed, and computer literacy. Students use medical terminology, anatomy and physiology, pharmacology, and medical law and ethics in the interpretation and transcription of provider dictation in order to document patient care and facilitate delivery of health care services. Students will demonstrate proficiency in communication skills in writing, editing, proofreading, and office correspondence. Prerequisites: CIS 102 or higher, BIO 172, ENG 104, HSC 118, HSC 240, HSC 246, acceptance to the Medical Assisting program.

MAS 221 Medical Assistant Laboratory Procedures I (1-1)
(offered every fall).....2

This course provides the student with an introduction to routine laboratory procedures while following laboratory safety requirements and federal regulations on testing. Prerequisites: BIO 172, HSC 118, HSC 240, HSC 246, acceptance to the Medical Assisting program.

MAS 222 Medical Assistant Clinical Procedures I (3-1)
(offered every fall).....4

The focus of this course is on introducing the Medical Assisting student to clinical procedures performed in the health care clinic setting. Students perform basic examination room skills, including basic assessment screening, vital signs, patient history, and preparation of patients for routine and specialty exams and procedures. Prerequisites: BIO 172, HSC 118, HSC 240, HSC 246, acceptance to the Medical Assisting program.

MAS 231 Medical Assistant Laboratory Procedures II (2-1)
(offered every spring)3

Students are prepared to perform laboratory procedures commonly performed in the ambulatory care setting under the supervision of a physician. Skills learned will include phlebotomy, immunology, hematology, and chemistry laboratory procedures. Prerequisites: MAS 221, MAS 222.

MAS 232 Medical Assistant Clinical Procedures II (2-1)
(offered every spring)3

This course prepares students to perform patient care skills and basic clinical procedures, including administering medications, assisting the health care provider with patient examinations and minor surgery, performing an electrocardiogram, assisting with respiratory testing, and maintaining clinical equipment and the clinical environment. Prerequisites: MAS 221, MAS 222.

MAS 241 Medical Assistant Administrative
Externship (1-3)
(offered every spring)4

This course requires the student to integrate and apply administrative knowledge and skills in the health care setting. Students will engage in administrative duties performed at the clinical site in order to gain entry-level mastery of skill and knowledge competencies for the medical assistant. Students will perform administrative duties under the supervision of trained mentors. Prerequisites: MAS 231, MAS 232.

MAS 242 Medical Assistant Clinical Externship (1-3) (offered every spring)4

This course requires the student to integrate and apply clinical and laboratory knowledge and skills in the health care setting. Students will perform medical assistant clinical and laboratory functions in order to gain entry-level mastery of skill and knowledge competencies for their profession. Students will perform clinical and laboratory duties under the supervision of trained mentors. Prerequisites: MAS 231, MAS 232.

Mathematics

MAT 101 Elementary Algebra (offered every semester)4

This class studies the fundamental operations of algebra. Topics include a review of arithmetic, signed numbers, exponents and polynomials, linear equations and inequalities, graphing, factoring, rational expressions, and systems of equations. Prerequisite: academic placement.

MAT 130 Business Math (offered every fall).....4

This comprehensive course teaches the practical application of mathematical concepts used in business. Students gain confidence in basic business math skills through study of the following topics: a review of arithmetic; ratio, proportion, and percent; payroll; depreciation; interest and discount; annuities and their applications; stocks and bonds; buying and selling; insurance; and introductory statistics. The course focuses on the use of practical examples. Prerequisite: none. Does not meet requirements of the MACRAO Articulation Agreement.

MAT 140 Intermediate Algebra (offered every semester)4

This course bridges the gap between elementary algebra and pre-calculus. Topics include equations and inequalities, polynomials, application problems, rational expressions, exponents and radicals, quadratic equations and inequalities, and graphs of linear and quadratic functions. Prerequisite: MAT 101 or academic placement.

MAT 145 College Algebra (offered every fall)4

Topics in this class include algebraic operations on polynomial and rational expressions; solving linear, quadratic, and polynomial equations and inequalities; the graphing of functions; systems of equations and determinants; exponential and logarithmic functions; and the theory of equations, sequences, and probability. Prerequisite: MAT 140 or academic placement.

MAT 146 Geometry for Art and Design (offered every spring)4

This course demonstrates a non-traditional way of thinking about mathematics. Linked with art and design, the inner logic of symmetry, shape, and space are discovered through innovative hands-on practice. The course develops the fundamental concepts of geometry through visual projects. Course topics contribute perspectives on applications in art and design. Prerequisite: Two solid years of math education such as algebra and geometry or MAT 101 or permission of the instructor.

MAT 152 Trigonometry (offered odd spring)3

This course covers trigonometric functions, applications of trigonometry to right and oblique triangles, trigonometric identities and equations, graphs of trigonometric functions, inverse trigonometric functions, vectors, and complex numbers. Prerequisite: MAT 145 or above.

MAT 155 Math for Elementary Teachers I (offered every fall).....3

MAT 155 is intended primarily for future elementary school teachers. The course investigates mathematics (arithmetic, geometry, algebra, problem solving) for elementary school teachers. Topics include sets and Venn diagrams, relations and functions, decimals and real numbers, and problem solving. The emphasis is on doing and explaining mathematics using manipulatives and developing intuition and problem solving skills. Prerequisite: MAT 140 or academic placement.

MAT 156 Math for Elementary Teachers II (offered every spring)3

This course is a continuation of MAT 155. The course explores concepts, properties, and applications of probability, statistics, and geometry. Concepts in informal geometry are developed through naming, drawing, and measuring two and three-dimensional geometric shapes. Additional topics include the English and metric measuring systems, area, volume and perimeter, transformational and co-ordinate geometry, and problem solving strategies. Prerequisite: MAT 155.

MAT 180 Survey of Calculus (offered even spring)4

Topics in this course include the study of algebraic, logarithmic, and exponential functions; limits; continuity, techniques of differentiation; applications of the derivative (such as curve sketching); implicit differentiation and related rates; integration techniques; and applications of the definite integral. The emphasis is on applications. Prerequisite: MAT 145.

Course Descriptions

MAT 201 Probability and Statistics
(offered every spring)3

This course covers descriptive statistics, probability, counting techniques, and probability distributions, including normal, t- and chi-square techniques for statistical inference. Confidence intervals and tests of hypothesis, and linear regression and correlation are included. Students are instructed in the meaningful interpretation of statistical measures and the application of statistical methods to problem solving and decision-making. Prerequisite: MAT 145.

MAT 270 Geometry
(offered odd fall).....3

In this course students broaden their understanding of Euclidean geometry, study geometric transformations and non-Euclidean geometries, apply geometric concepts to real-world situations, and explore geometric concepts and relationships using interactive software. The course is designed for elementary education students. Prerequisite: MAT 156 or permission of the instructor.

Music

MUS 121 Music Appreciation I
(offered every fall).....3

This course is a study of the music of the U.S., including Native American, folk, blues, gospel, jazz, and popular. The class involves reading, listening to music, and viewing music videos. MUS 121 and MUS 122 may be taken independently of each other.

MUS 122 Music Appreciation II
(offered every spring)3

This course is a study of Western European classical music from the Medieval period through the Renaissance, Baroque, Classic, Romantic, and Modern periods. The class involves reading, listening to music, and viewing music videos. MUS 121 and MUS 122 may be taken independently of each other.

MUS 125 Music Theory I
(offered every fall).....2

This course introduces the fundamentals of music theory. The structural elements of music are explored through lessons on the piano keyboard, including note and staff reading, intervals, major and minor scales, key signatures, meters, and rhythms. This course is open to all students and is a requirement for the Music concentration.

MUS 131-140 Individual Instrumental Lessons or Ensemble I and II
(offered every semester)1

This course offers individual freshmen-level lessons in piano, guitar, kantele, or instrumental ensemble. It is conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion.

MUS 151-152 Individual Voice Lessons I and II
(offered every semester)1

This course offers individual freshmen-level lessons in voice. The fundamentals of singing, proper breathing, breath control, diction, tone production and articulation, and vocal and solo repertoire are covered. It is conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion.

MUS 153-154 University Singers I and II
(offered every semester)2

This freshman-level course is open to all students without audition. The class covers the development of good vocal production and the performance of all styles of music.

MUS 225 Music Theory II
(offered every spring)2

This course is a continuation of MUS 125. The structural elements of music are explored through lessons in triads, inversions, tonics, dominants, subdominants, cadences, and sequences. This course is open to all students and is a requirement for the Music concentration. Prerequisite: MUS 125.

MUS 227 Sight-Singing and Ear Training
(offered every fall).....2

This course covers basic singing-on-sight of melodic material using the solfege system, including scales, intervals, and simple melodies with various rhythms. Ear training includes basic rhythmic and melodic material, identifying the difference between major and minor scales, major and minor triads, diminished and augmented chords, and the identification of different intervals. This course is open to all students and is a requirement for the Music concentration.

MUS 231-240 Individual Instrumental Lessons or Ensemble III and IV
(offered every semester)1

This course offers individual sophomore-level lessons in piano, guitar, kantele, or instrumental ensemble. It is conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Prerequisite: corresponding section of MUS 131-140.

MUS 250 Topics in Music

(offered as needed)1-3

This course offers the student the opportunity to explore a fine arts sub-genre or theme not covered by the regular survey courses.

MUS 251-252 Individual Voice Lessons III and IV

(offered every semester)1

This course offers individual sophomore-level lessons in voice. Fundamentals of singing, proper breathing, breath control, diction, tone production, articulation, and vocal and solo repertoire are covered. It is taught as one 25-minute lesson or a 55-minute classroom lesson per week, at the instructor's discretion. Prerequisite: corresponding section of MUS 151-152.

MUS 253-254 University Singers III and IV

(offered every semester)2

This sophomore-level course is open to all students without audition. The class covers the development of good vocal production and the performance of all styles of music. Prerequisite: corresponding section of MUS 153-154.

MUS 331-340 Individual Instrumental Lessons or Ensemble V and VI

(offered every semester)1

This course offers individual junior-level lessons in piano, guitar, kantele, or instrumental ensemble. It is taught as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Prerequisite: Corresponding section of MUS 231-240.

MUS 351-352 Individual Voice Lessons V and VI

(offered every semester)1

This course offers individual junior-level lessons in voice. The fundamentals of singing, proper breathing, breath control, diction, tone production, articulation, and vocal and solo repertoire are covered. It is taught as one 25-minute lesson or a 55-minute classroom lesson per week, at the instructor's discretion. Prerequisite: corresponding section of MUS 251-252.

MUS 353-354 University Singers V and VI

(offered every semester)2

This junior-level course is open to all students without audition. The class covers the development of good vocal production and the performance of all styles of music. Prerequisite: corresponding section of MUS 253-254.

MUS 431-440 Individual Instrumental Lessons or Ensemble VII and VIII

(offered every semester)1

This course offers individual senior-level lessons in piano,

guitar, kantele, or instrumental ensemble. It is taught as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Prerequisite: corresponding section of MUS 331-340.

MUS 451-452 Individual Voice Lessons VII and VIII

(offered every semester)1

This course offers individual senior-level lessons in voice. The fundamentals of singing, proper breathing, breath control, diction, tone production, articulation, and vocal and solo repertoire are covered. It is taught as one 25-minute lesson or a 55-minute classroom lesson per week, at the instructor's discretion. Prerequisite: corresponding section of MUS 351-352.

MUS 453-454 University Singers VII and VIII

(offered every semester)2

This senior-level course is open to all students without audition. The class covers the development of good vocal production and the performance of all styles of music. Prerequisite: corresponding section of MUS 353-354.

Nursing (BSN)

Note: Nursing credits are differentiated by theory and clinical components. For example, (4-2) indicates four theory credit hours and two clinical hours. Each clinical credit hour is equivalent to three clock hours.

NUR 104 Clinical Transitions

(offered as needed)1

Clinical Transitions is a self-directed course designed for students who have been out of the nursing sequence for more than one semester. Independent study, technical skills testing, and patient care experiences are planned to review and evaluate a student's readiness to re-enter the nursing sequence. Prerequisite: Must be enrolled in the Nursing major. Requires approval of the Nursing Department chair.

NUR 200 Pharmacology (3-0)

(offered every fall).....3

This course introduces the student to the basic concepts of pharmacology and their relationships to health care. The course focuses on the major drug classifications, principles of drug actions/interactions, the application of specific drugs in the treatment of disease, normal and abnormal responses to drug therapy, dosage calculations, and appropriate nursing actions to achieve desired outcomes of drug therapy. The nurse's role and responsibilities in clinical pharmacology are examined. Prerequisites: BIO 171, BIO 172, CHM 145, and MAT140, or equivalents.

Course Descriptions

NUR 202 Health Assessment and Interview (2-1) (offered every fall).....3

This course provides an introduction to the skills used in data collection and physical assessment, including interviewing, communication, comprehensive history taking, physical assessment, and formulating a nursing diagnosis. The course draws on the nursing process in assessing the health of individuals across the life span. Prerequisites: BIO 171, BIO 172, HSC 112, or equivalents.

NUR 204 Introduction to Nursing Practice (3-3) (offered every fall).....6

This course introduces the basic concepts of the practice of nursing. An introduction to Nursing program philosophy is presented. The course focuses on the skills required to care for adult clients in structured, non-emergent environments using demonstration and simulated practice. The role of the nurse as provider of care is discussed. Students are introduced to the clinical setting where the nursing process is used as the basis for decision making and nursing behaviors.

Communication skills and nurse-client relationships are developed. Laboratory settings include campus lab, senior living complex, community events, schools, and in-patient units. Prerequisites: BIO 171 and BIO 172. Taken concurrently with NUR 200 and NUR 202.

NUR 205 Application of Nursing Practice (0-2) (offered every spring)2

This course provides students with the opportunity to use previously attained nursing skills in caring for an adult client in a non-emergent environment. Students apply the skills necessary to demonstrate the role of the nurse as provider of care. This course follows NUR 204 in the nursing sequence. Prerequisites: NUR 202 and NUR 204, or equivalents. Taken concurrently with NUR 206.

NUR 206 Pathophysiology (3-0) (offered every spring)3

This course introduces the student to concepts and diseases common to the general practice of health care. The course studies how normal physiological processes are altered by disease. Core content provides understanding of the mechanisms and principles of disruptions of health. Theories related to pathogenesis, etiology, and clinical manifestations are used to study common diseases with an emphasis on clinical correlations. Prerequisites: BIO 171, BIO 172, CHM 145, or equivalents.

NUR 300 Mental Health Nursing (4-2) (offered every spring)6

This course acquaints the student with the theoretical and clinical foundations for application of the nursing process in support of the person's mental health. Theories, concepts, and responses related to mental health and illness are presented. The course further develops nursing assessment and intervention and explores patient rights and legal issues for individuals and groups of mental health clients in various health care and community environments. Individual and group nursing care used to promote, maintain, and restore the person's mental health are applied. Prerequisites: NUR 200, NUR 202, NUR 204, or equivalents. Taken concurrently with NUR 205, NUR 206, and NUR 208.

NUR 301 Finlandia Connection (3-0) (offered in summer only)3

This elective course is designed to introduce the nursing student to issues, practices, and research activities relevant to nursing in Finland. Offered in the summer semester, students either travel to Finland to experience nursing, or a nurse educator from Finland teaches at Finlandia University. The course satisfies a general elective requirement. Prerequisite: Must be enrolled in the Nursing program.

NUR 302 Maternal/Newborn Nursing (4-2) (offered every fall).....6

This course focuses on the theoretical and clinical foundation for application of the nursing process in caring for the childbearing family. The emphasis is on the primary family unit during the expanding years, including the concepts of optimal health, changing relationships, and the impact of the community and culture on growing families. Physiological and psychosocial adaptation of the family during normal and complex pregnancies, and newborn life are addressed. Women's health throughout the life span is discussed. Prerequisite: NUR 300. Taken concurrently with NUR 304 and PSY 343.

NUR 304 Pediatric Nursing (4-2) (offered every fall).....6

This course provides the student with the theoretical and clinical foundation for application of the nursing process in caring for children, from infancy through adolescence, and their families. Emphasis is on the role of the nurse in the promotion, maintenance, and restoration of the health of the child and family. Growth and development, disease prevention, and care of the child with simple and complex health needs are examined. Prerequisite: NUR 300. Taken concurrently with NUR 302 and PSY 343.

NUR 306 Diagnostics/Therapeutics (2-0)
(offered every spring)2

This course introduces the student to the principles of diagnostic and therapeutic procedures, including laboratory, imaging, cardiopulmonary, neurovascular, and endoscopic. Scientific rationale and nursing implications for selected diagnostic and therapeutic procedures are discussed. Prerequisites: BIO 171, BIO 172, CHM 145, NUR 202, or permission of the instructor.

NUR 309 Spirituality in Health Care (2-0)
(offered every fall).....2

This course examines the spiritual foundations of church health ministries. Skills and knowledge specific to parish nursing are explored with topics to include the following: roles of the parish nurse, ethical/legal aspects of the role, professional standards, and personal spiritual growth. This course also studies the legal and medical perspectives of such issues as abortion, euthanasia, behavior control, alternate health care modalities, and bioethical issues. The psychosocial-spiritual assessment of persons across the age continuum, loss/grief, end-of-life, and crisis is explored.

NUR 310 Adult Medical/Surgical Nursing (4-4)
(offered every spring)8

This course expands the theoretical and clinical foundation for application of the nursing process in caring for the acutely ill adult. Students apply scientific principles in managing nursing care for adults who are experiencing health deficits requiring medical and/or surgical intervention. Students use critical judgments in planning and implementing nursing interventions in caring for the adult experiencing acute complex health needs in various health care environments. Prerequisites: NUR 300, NUR 302, and NUR 304. Taken concurrently with NUR 306.

NUR 312 Nursing Theory (2-0)
(offered every fall).....2

This course is designed to enable the students to examine nursing from a historical as well as present day perspective. This course examines the organizing framework of the nursing program philosophy and the concepts of nursing, person, environment, and health that underscore nursing's metaparadigm. Nursing conceptual models and theories and their relationship to research and professional nursing practice are discussed. Prerequisites: ENG 103, ENG 104, NUR 204.

NUR 318 Nursing Research/Statistics (3-0)
(offered every spring)3

This course introduces the student to the concepts of the research process and its application to nursing practice.

An introduction to the measurement and analysis of research data is present. This course provides students with a basis to interpret and evaluate research and its application to nursing knowledge and practice. Emphasis is placed on students becoming knowledgeable consumers of research as they expand their nursing practice. Prerequisite: MAT 140 or equivalent, NUR 312.

NUR 400 Acute and Urgent Clinical Nursing (0-3)
(offered every summer).....3

This summer course broadens the clinical professional nursing experience and prepares students for the final year of the BSN curriculum. The primary focus of the course is an expanded opportunity for achieving clinical competencies in acute and urgent care settings within the regional medical center. A total of 135 contact hours is required with time scheduled for pre-clinical activities, hospital orientation, day and evening shift rotations in various acute and urgent care settings, and compiling final case presentations to share individual experiences with others. Travel associated with scheduled clinical experiences at a regional medical center is expected. Prerequisites: NUR 306, NUR 308, NUR 310, and PSY 343.

NUR 402 Nursing Management/Leadership (2-4)
(offered every fall).....6

This course synthesizes the previously acquired theoretical and clinical foundation for application of the nursing process as it relates to management in professional nursing. Entry-level leadership and management skills as provider of care and manager of clients with complex multidimensional health problems are further developed. Students refine their autonomy, accountability, collaboration, and caring communication in managing groups of clients in a variety of settings. Prerequisites: NUR 208, NUR 308, and NUR 400. Taken concurrently with NUR 404.

NUR 404 Issues in Professional Nursing (2-0)
(offered every fall).....2

This course explores the issues and trends in nursing as a profession. Social, economic, political, and educational forces influencing nursing and health care in the United States are discussed. The professional, legal, and ethical responsibilities of the nurse, and the career opportunities available within the profession, are examined. Health care delivery systems, entry into practice, and professional organizations are discussed. The course investigates role socialization from student to professional nurse. Taken in the final year of the Nursing program. Prerequisites: NUR 208, NUR 308, and NUR 400.

Course Descriptions

NUR 406 Community Nursing (2-4)
(offered every spring)6

This course focuses on the theoretical and clinical foundation for application of the nursing process in caring for individuals, families, groups, and the community as a client. Emphasis is on disease prevention, health promotion, health maintenance, health education, and coordination of care. Content includes application of public health nursing principles, epidemiological investigation, knowledge of rural environments, supervision and leadership in promoting desired health evaluation, and outcomes in community and home environments. The course explores the roles of the nurse as teacher, collaborator, advocate, and direct care provider. Prerequisites: All previously sequenced nursing courses and NUR 404 or equivalent.

NUR 408 Nursing Capstone (2-0)
(offered every spring)2

This course serves as a capstone experience in which students synthesize evidence-based practice and theoretical and research-based knowledge to develop a senior project using critical thinking skills, critical judgment, and independent decision-making. Students demonstrate proficiency in meeting the BSN terminal objectives and accreditation outcome criteria. Taken concurrently with NUR 406 in the final semester of the Nursing program.

Nursing (RN-to-BSN)

Note: Nursing credits are differentiated for theory and clinical components. For example, (4-2) indicates four theory credit hours and two clinical hours. Each clinical credit hour is equivalent to three clock hours.

NUR 343-Z Transition to Professional Nursing (3-0)
(offered every semester)3

This course is designed to introduce the associate degree or Diploma RN to the BSN curriculum, including an overview of the program philosophy, competencies, outcomes, and conceptual framework, and to facilitate the transition from the role as practicing nurse to that of professional nurse. The course will explore the student's motivation to continue his or her education and examine the historical and theoretical development of the profession as it relates to nursing practice and its ability to influence public opinion. Alternative roles for future professional practitioners will also be explored. Pre-requisites: RN Licensure and Internet access.

NUR 345-Z Pharmacology for the RN (2-0)
(offered every fall).....2

This course focuses on the review of the application of pharmacological interventions utilized to promote,

maintain, or restore health. Major drug classifications and nursing implications of pharmacology administration in treatment of disease processes is emphasized. Pre-requisites: RN Licensure, BIO 171, BIO 172, MAT 140, or with the permission of the instructor.

NUR 346-Z Diagnostics/Therapeutics for the RN (2-0)
(offered every spring)2

This course introduces the student to the principles of diagnostic and therapeutic procedures, including laboratory, imaging, cardiopulmonary, neurovascular, and endoscopic procedures. Scientific rationale and nursing implications for selected diagnostic and therapeutic procedures will be discussed. Prerequisites: RN licensure, or with the permission of the instructor.

NUR 347-Z Pathophysiology for the RN (2-0)
(offered every spring)2

This course focuses on the review of pathophysiological processes leading to alteration of body structure and functions for the practicing RN. Identification of etiology and pathogenesis of selected diseases is explored. Pre-requisites: RN Licensure, BIO 171, BIO 172, MAT 140 or equivalents, or with the permission of the instructor.

NUR 348-Z Nursing Research/Statistics for the RN (3-0)
(offered every spring and as needed)3

This course introduces the student to the concepts of the research process and its application to nursing practice. The basics of qualitative and quantitative approaches to research are examined. An introduction to the measurement and analysis of research data is presented. This course provides students with a basis to interpret and evaluate research and its application to nursing knowledge and practice. Emphasis is placed on students becoming knowledgeable consumers of research as they expand their nursing practice. Prerequisite: MAT 140 or its equivalent, NUR 343-Z.

NUR 349-Z Spirituality in Health Care for the RN (2-0)
(offered every fall).....2

This course examines the spiritual foundations of church health ministries. Skills and knowledge specific to parish nursing are explored with topics to include: roles of the parish nurse, ethical/legal aspects of the role, professional standards, and personal spiritual growth. This course also studies the legal and medical perspectives of such issues as abortion, euthanasia, behavior control, alternate health care modalities, and bioethical issues. The psychosocial-spiritual assessment of persons across the age continuum, loss/grief, end-of-life, and crisis is explored.

NUR 350-Z Perspectives in Nursing (2-0) (offered as needed)2

This course is an overview of selected health issues including topics such as: women's rights across the globe, emerging infections, the state of health care in other nations, healthy aging, the impact of cultural beliefs and traditions on health, and the ethical implications of advances in science and technology, such as the impact of genetic engineering, gene therapy, and reproductive technology.

NUR 442-Z Nursing Management/Leadership for the RN (2-4) (offered every fall).....6

This course focuses on the theoretical and clinical foundation for application of the nursing process in caring for individuals, families, groups, and the community as a client. Emphasis is on disease prevention, health promotion, health maintenance, health education, and coordination of care. Content includes application of public health nursing principles, epidemiological investigation, knowledge of rural environments, as well as supervision and leadership in promoting desired health evaluation, and outcomes in community and home environments. This course expands the roles of the nurse as teacher, collaborator, advocate, and direct care provider. Prerequisites: RN licensure, NUR 343-Z, and NUR 348-Z (may be taken concurrently).

NUR 446-Z Community Nursing for the RN (2-4) (offered every spring)6

This course synthesizes the previously acquired theoretical and clinical foundation for application of the nursing process as it relates to management in professional nursing. Entry-level leadership and management skills as provider of care and manager of clients with complex multidimensional health problems are further developed. Students refine their autonomy, accountability, collaboration, and caring communication in managing groups of clients in a variety of settings. RN licensure, NUR 343-Z, and NUR 348-Z (may be taken concurrently).

NUR 460-Z Nursing Capstone for the RN (2-0) (offered every semester)2

This course is designed to serve as a capstone experience wherein students synthesize evidence-based practice, and theoretical and research-based knowledge for the purpose of developing a senior project utilizing critical thinking skills, critical judgment, and independent decision-making. Students will demonstrate proficiency in meeting the BSN terminal objectives and accreditation outcome criteria. Pre-requisite: To be completed in the final semester of the nursing program.

Philosophy

PHL 201 Introduction to Philosophy (offered every spring)3

This beginning course offers an overview of topics in Western philosophy using readings from original sources. It explores attempts to answer such questions as: What is the nature of reality? of human knowledge? of moral good? Class discussion and written assignments encourage the development of orderly philosophical reflection.

PHL 212 Ethics: Classical Theories and Contemporary Issues (offered every semester)3

This course introduces classical topics in Western philosophical ethics, applying them to current ethical concerns in areas such as the value of life, sexuality, medicine, business, media, and the environment.

PHL 251 Critical Thinking (offered odd fall).....3

This course is a practical introduction to the art and skill of recognizing arguments that need improvement and forming sound arguments of one's own. It examines common mistakes in thinking that may confuse understanding and communication at all levels, and offers practice in making ourselves understood by others.

PHL 302 Great Voices in Philosophy (offered odd spring)3

This course offers a comparison of Western and non-Western approaches in some or all of the following philosophies: metaphysics, epistemology, ethics, esthetics, and political. Prerequisite: PHL 201 or equivalent, or permission of instructor.

PHL 350 Topics in Philosophy (offered as needed)3

The content of this seminar-style course varies. Previous topics include bioethics, theories of human nature, and political philosophy. Prerequisite: PHL 201 or equivalent, or permission of instructor.

PHL 401 Philosophy and the Environment (offered even fall)3

This course attempts a critical look at environmental problems and proposed solutions through the lenses of classical and contemporary philosophers, and other historic and contemporary thinkers. Some attention may be given to non-Western traditions and/or various theological approaches. Prerequisite: PHL 201 or equivalent, or permission of instructor.

Course Descriptions

Physical Science

PHS 112 Introduction to Earth Science
(offered every spring)4

This course examines introductory earth science topics related to geology and meteorology. Major themes include rocks and minerals, plate tectonics, earthquakes, volcanoes, atmospheric structure and composition, and the Earth's radiation budget. Local geology and climate are also emphasized. Includes laboratory.

PHS 212 Concepts in Physics
(offered even spring)4

This class is a survey of basic physics concepts. Topics include motion, forces, energy, heat, wave motion (light and sound), electricity, magnetism, and modern physics. Physics principles are used to develop an understanding of astronomy. Includes laboratory. Prerequisite: MAT 140 or permission of instructor.

PHS 301 Integrated Science
(offered every fall).....3

This course integrates physical and biological concepts emphasizing modern applications of scientific principles. Topics include physical hydrology and climate, terrestrial and aquatic biodiversity, environmentally sustainable development, water resources and water pollution, and other relevant environmental and scientific issues. Prerequisite: PHS 112.

Political Science

PLS 221 American Government
(offered every semester)3

This course covers the origins and present powers of American national government, and the complex ways in which institutional and non-institutional forces interact to determine public policy.

PLS 350 Topics in Political Science
(offered as needed)3

This course offers the student an opportunity to explore in greater depth topics not covered fully in political science survey courses. Topics may include The American Presidency, Politics and the Environment, Comparative Governments, or Political Theory. Prerequisite: PLS 221 or equivalent, or permission of instructor.

PLS 364 International Relations
(offered every fall).....3

This course covers the influences that shape the foreign policies of states, including geographical location, ideological and economic factors, institutions involved in foreign policy making, and international organizations. Different foreign policy problems are

discussed each time the class is offered. Prerequisite: PLS 221 or permission of instructor.

Psychology

PSY 201 General Psychology
(offered every semester)3

This class is an introduction to the study of human behavior and cognitive processes. Major topics typically include biological foundations, life-span development, learning, personality, perception, memory, states of consciousness, stress, and social psychology.

PSY 270 Psychological and Physiological Aspects of Substance Abuse
(offered every spring)3

This class studies the causes, types, treatments, and prevention of substance abuse, as well as drug classifications and HIV/AIDS. Cross-listed with HMS 270.

PSY 271 Interviewing and Counseling Techniques
(offered every fall).....3

This class assists students in the development of interviewing and communication skills, including responsive listening and problem solving, and introductory counseling techniques. Cross-listed with HMS 271. Prerequisite: HMS 111 or PSY 201.

PSY 272 Substance Abuse Practicum and Seminar
(offered every spring)3

This class is a field placement experience in a human service agency or related institution. Students observe professionals and provide service in selected structured situations. The accompanying seminar introduces the student to experiential learning approaches. The dimensions and contexts of human service agencies are also explored. Prerequisites: HMS 271 or PSY 271, and permission of instructor.

PSY 280 Chemical Dependency and Family
(offered every fall).....3

This course exposes the student to an understanding of the multiple factors which impact individuals, families and communities affected by alcohol or other drug problems. The course introduces factors that define the modern family, including those that differentiate the "healthy" family from the "problematic" family. A variety of approaches and disciplines relevant to the treatment of substance use disorders are explored, including traditional views of individual pathology and techniques, strategies, and approaches that differentiate family systems work from individual counseling. Cross-listed with HMS 280. Prerequisites: HMS 270 or PSY 270.

PSY 281 Group Dynamics and Counseling
(offered every spring)3

This class is a study of theoretical knowledge and techniques for effective group leadership, including group dynamics, therapeutic forces, and current trends. Cross-listed with HMS 281. Prerequisite: HMS 271 or PSY 271.

PSY 311 Case Management
(offered odd fall).....3

This course teaches a dynamic method of human service delivery emphasizing the dual role of coordinating and directing services. Prerequisite: PSY 271 or HMS 271.

PSY 340 Abnormal Psychology
(offered every fall).....3

This class is a study of the cultural, biological, and psychological aspects of the abnormal personality. Case histories are analyzed in the context of the Diagnostic and Statistical Manual-Fourth Edition (DSM-IV). Various theories of deviance and disorder are discussed. Prerequisite: PSY 201.

PSY 343 Growth and Development of Children and Adolescents
(offered every semester)3

This class examines the psychological development of infants and children through adolescence. The social, emotional, biological, and physical viewpoints of this age period are studied. Current research, literature, and practical applications are explored. Prerequisite: PSY 201.

PSY 344 Psychology of Adulthood and Aging
(offered every spring)3

This class is a study of the theories and research related to the psychological development of adults. Students analyze the biological, cognitive, cultural, personality, and social contexts in which aging occurs. Prerequisite: PSY 201.

PSY 350 Topics in Psychology
(offered as needed)3

This course offers students an opportunity to explore aspects of the field of psychology not dealt with extensively in psychology survey courses. Topics may include Personality Theory, Social Psychology, Forensic Psychology, or Applied Behavior Analysis. Prerequisite: PSY 201.

PSY/SOC 353 Research Methods in the Social Sciences
(offered odd fall).....3

This course provides students with an introduction to the methods of social inquiry. Students learn how to design and conduct research, and how to become a critical consumer of it. An overview of the various

research strategies in the social sciences is presented and students perform some preliminary research. The course focuses on conceptual and applied dimensions of social research. Prerequisite: MAT 140 or above.

PSY/SOC 354 Quantitative Analysis in the Social Sciences
(offered odd spring)3

This course is designed to give students a broad overview of the logical of social research, the process of research design, the major types of data collection techniques, and methods of data analysis. After completing this course, students will have a comprehensive understanding of the methods of sociological inquiry and have mastered a number of research skills that will be applicable for a range of undertakings. Prerequisite: SOC/PSY 353, MAT 145, or permission of instructor.

PSY 371 Chemical Dependency Counseling
(offered odd spring)3 credits

Students demonstrate core program competencies by demonstrating the knowledge, skills and attitudes necessary to practice chemical dependency counseling. This course uses a case study approach to demonstrate proficiency at analysis, assessment, diagnostic skills, and treatment planning. Prerequisites: HMS 280 or PSY 280.

PSY 373 Crisis Intervention
(offered even spring)3

This course is a study of crisis, its causes, and the theories of dealing with crises through intervention. Methods of intervention are compared and demonstrated in simulated settings. Prerequisite: PSY 271 or HMS 271.

PSY 380 History and Systems
(offered odd spring).....3 credits

This course will provide students with a foundation of the discipline of psychology. The history and development of psychological thought beginning with the Greeks and continuing through the present will be discussed. Prerequisite: PSY201.

PSY 420 Experimental Psychology
(offered odd spring).....3 credits

Focuses on research methods and design as applied to contemporary problems in psychology. The course will examine how to perform experiments in learning, memory and problem solving; apply statistical methods for data analysis, and critically evaluate classical and current research. Course involves an independent research project. Prerequisites: PSY 353 or permission of instructor.

Course Descriptions

PSY 471 Advanced Counseling
(offered even spring).....3

This class studies the major concepts and practices, ethical standards, and professional issues of contemporary counseling models. Students explore theories and techniques to develop a personal style of counseling. Prerequisites: HMS 281 or PSY 281.

PSY 499 Senior Capstone Project in Psychology
(offered every spring)6

This course gives the student an opportunity to develop a culminating project using an evidence-based practice approach. Projects may include case studies, developing a program and leading groups, undertaking feasibility studies, and related topics. Prerequisites: Senior status and permission of instructor.

Physical Therapist Assistant

PTA 101 Introduction to Physical Therapy
(offered every fall).....1

This class is an introduction to the field of physical therapy, its history, and the role physical therapy plays in the health care system. Basic medical abbreviations are learned, and standards of ethical practice are emphasized. The practice of physical therapy, the laws that regulate the physical therapist assistant, and the structure and function of the American Physical Therapy Association are discussed. Strongly emphasized are the boundaries between the physical therapist and physical therapist assistant. Also covered are common practice settings and patient types. Prerequisites: For students whose first language is not English, a TOEFL score of 550 or greater and permission of instructor. Co-requisites: ENG 103 or equivalent, BIO 171 or equivalent, or permission of PTA program director.

PTA 200 Functional Anatomy
(offered every fall).....3

Knowledge of functional anatomy and kinesiology are essential foundations for the PTA. In this course the skeletal, muscle, joint, and nervous systems are studied in terms of their ability to produce movement. The biomechanics of the human body is emphasized. Lecture and laboratory exercises are integrated to help the student learn how the body moves and then apply that knowledge to physical therapy. Prerequisite: BIO 172 or permission of PTA program director.

PTA 205 Functional Activities
(offered every fall).....1

In this class, basic patient handling skills are instructed and practiced, including patient transfers from and with a variety of patient equipment, gait training,

wheelchair/bed mobility, and transfers training. Assistive devices are introduced and practiced using patient mobility and transfer skills. Body mechanics are taught and practiced with an emphasis on the safety of the patient and caregiver during activity. OSHA safety requirements and universal precaution procedures are presented. Issues regarding the quality, appropriateness, and clarity of documentation are presented and practiced with an emphasis on documenting functional activities. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 210 Therapeutic Exercise
(offered every fall).....2

This class introduces the principles and techniques of range of motion, strengthening, soft-tissue stretching, endurance, and balance/coordination. The basic concepts of peripheral joint mobilization are examined. The healing process of the various tissues, ligaments, bones, cartilage, and muscles/tendons is reviewed. Theories of the body's response to exercise in the normal and pathological states are examined. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 211 Clinical Orthopedics
(offered every spring)2

In this course, the knowledge of therapeutic management and rehabilitation is expanded with regard to common orthopedic injuries/conditions. Principles for treating soft tissue, bony, and post-surgical problems are emphasized. This includes the investigation of sprains, strains, surgical procedures, overuse syndromes, and fractures. Therapeutic management and rehabilitative intervention methods for the presented condition/injuries in various stages of recovery are investigated joint by joint. Prerequisites: PTA 200 and PTA 210.

PTA 215 Therapeutic Modalities I
(offered every fall).....3

In this class, students learn the theory and application of the therapeutic thermal agents: heat, cold, ultrasound, and hydrotherapy, including aquatic therapy. The pathologic and physiological processes, specific techniques, frequencies, and the effects of intervention are discussed. Application methods are learned with an emphasis on the indications, contraindications, and precautions for the selected forms of therapeutic thermal agents. The safe, effective, and efficient delivery of the physical thermal agents is considered, as well as patient and caregiver interactions. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 216 Therapeutic Modalities II

(offered every spring)2

In this class, the student is presented with theories concerning the pathologic processes, the physiological responses to an intervention, and the application of the following agents: electrical current, mechanical lumbar/cervical traction, ultraviolet, and external compression. Intervention methods are learned with emphasis on the safe, effective, and efficient deliveries of the physical agents. Consideration is given to the indications, contraindications, and precautions for these physical agents. Because an intervention requires human interaction, clinical lab activities emphasize the interaction between the clinician and the patient. Prerequisite: PTA 215 or permission of PTA program director.

PTA 217 Therapeutic Procedures

(offered every spring)1

This class studies pathological gait deviations, the physical therapy management of the burn-injured patient, wound care management, chest physical therapy, amputee care, prosthetics, and orthotics for the upper and lower extremities. Anatomy, physiology, and pathology are discussed for each topic. Prerequisite: PTA 200 or permission of PTA program director.

PTA 220 Tests and Measures

(offered every fall).....1

This class is an introduction to the tests and measures commonly used in the practice of physical therapy, including goniometry, gross functional muscle testing, sensation, pain, vital signs, and anthropometric measurements. The comparison of examination and evaluation as it relates to physical therapy practice is emphasized. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 223 Clinical Preparation

(offered every fall).....2

This course orients the student to clinical practice policy and procedures and clinical documentation, and provides information to assist student learning in the clinical environment. Students begin the process of self-assessing their development of professional behaviors and develop a plan to enhance their professional skills. Co-requisites/Prerequisites: PTA 200, PTA 205, PTA 210, PTA 220, PTA 215, and HSC 260, or permission of PTA program director.

PTA 224 Clinical Practice

(offered every fall).....4

This course is a full-time, four-week clinical practice. The student applies novice physical therapy knowledge and skills (selected tests and measures, modalities, therapeutic

exercise, and functional activities) under the close supervision of a qualified clinical instructor. Prerequisites: All fifth semester PTA classes and HSC 260.

PTA 226 Clinical Affiliation/Preparation/Special Topics

(offered every spring)2

This course prepares students for completion of the final two clinical practices and further develops the professional skills required for the PTA work environment. Topics include stress management, the therapeutic relationship between the PTA and patient, communication skills, disability awareness, death and dying, cultural diversity, and domestic violence. Students develop a plan for continued development of their professional skills in the clinical affiliations. Interviewing skills are addressed in a special seminar and students have the opportunity to do a mock interview and receive additional help with their résumés. Prerequisite: Satisfactory completion of all fifth semester PTA courses or permission of PTA program director. Co-requisite: sixth semester PTA courses.

PTA 235 Patient Handling and Therapeutic Massage

(offered every spring)1

This course teaches therapeutic massage and patient handling skills. The student is instructed in the basic principles and application of soft tissue massage techniques as part of an overall physical therapy intervention plan. Various basic local and general massage techniques are presented and practiced. General principles of massage for specialized systems and selected specific purposes are introduced. Prerequisite: PTA 200.

PTA 245 Neurologic Rehabilitation through the Lifespan

(offered every spring)4

This course prepares the PTA to treat patients with pediatric and adult movement disorders caused by damage to the nervous system. Neuroanatomy, motor control, motor learning and motor development form the foundations for understanding the pathology and the interventions used for the patient with neurologic disorders. Case studies dealing with common pediatric and adult disorders help the student appreciate the effect of the disability on the individual's life and provide an opportunity for the student to apply their clinical reasoning skills. PTA 200, PTA 210 or permission of instructor.

PTA 250 Geriatric PTA

(offered every spring)2

This class presents a comprehensive study of the area of physical therapy and aging. Age-related changes in biology, physiology, and anatomy are discussed. General

Course Descriptions

information on theory and psychosocial aspects of aging is provided. Specific treatment considerations for the older person are outlined. Prerequisite: HSC 260 or permission of instructor.

PTA 290 Clinical Education I
(offered every spring)2

This is the initial two weeks of a five-week clinical affiliation. It allows students to apply their didactic and laboratory learning as an active participant in clinical practice. The student is expected to practice all the basic physical therapy data collection techniques and treatment interventions, and implement the plan of care as directed by the physical therapist. Eighty hours of clinical practice at an affiliated clinical site are required. Prerequisites: Student must be assessed at the developing level or higher on the Generic Abilities Assessment Tool, completion of all PTA course work, or permission of the PTA program director.

PTA 291 Clinical Education II
(offered every summer).....2

This is the final three weeks of a five-week clinical affiliation. It provides further development of problem solving and interpersonal skills, and continues to develop in the successful student the minimal competencies necessary to become an effective, efficient physical therapist assistant. At the conclusion of this affiliation, the student is expected to consistently provide quality care with simple or complex patients in a predictable environment. The student may require supervision or cueing when addressing complex problems, and may still be developing efficiency in delivering treatment plans. One hundred twenty hours of clinical practice at an affiliated clinical site are required. Prerequisite: PTA 290.

PTA 292 Clinical Education III
(offered every summer).....4

This five-week, full-time clinical affiliation is the final clinical practice for the student. At the start of this affiliation, students will have completed 65% of their clinical hours and all of their academic coursework. The student is expected to practice all the basic physical therapy data collection techniques and treatment interventions, and implement the plan of care as directed by the physical therapist. At the conclusion of this affiliation, the student is expected to perform at entry-level, consistently and efficiently providing quality care with simple or complex patients in a variety of clinical environments under the supervision of a physical therapist. The student requires no further guidance or supervision except when addressing new or complex

problems, at which time the student seeks assistance. Two hundred hours of off-site clinical experience are required. The affiliation culminates with a one-day on-campus seminar. Prerequisite: PTA 291.

Radiography (A.A.S.)

RAD 261 Radiation Biology and Protection
(offered every fall at MGHS School of Radiography)2

Content is designed to provide an overview of the principles of the interaction of radiation with living systems (molecules, cells, tissues, and whole body), biological and physical factors affecting radiation responses (acute and chronic), the kinetics of cell survival, and the principles of radiation protection including the responsibilities of a radiographer for patients, personnel, and the public.

RAD 262 Methods of Patient Care
(offered every fall at MGHS School of Radiography)2

This course of study is specific to the Diagnostic Imaging Department. Special consideration is focused on the basic emotional, physical, and diverse cultural needs of the patient, infection control, institutional safety, surgical asepsis, vital signs, and oxygen administration. This course also includes concentration of instruction for medical emergencies, specialized problems, pharmacology, drug administration, electrocardiograms, and venipuncture.

RAD 263 Radiography Clinical Practicum I
(offered every fall at MGHS School of Radiography)7

Content is designed to allow the student sequential development of patient care and assessment skills, competency in the performance of radiologic imaging procedures, and the ability to apply, analyze, integrate, and evaluate these concepts. Through a structured competency-based clinical practicum, concepts of team practice, patient-oriented clinical practice, and professional development are discussed, examined, and evaluated.

RAD 264 Radiographic Procedures I
(offered every fall at MGHS School of Radiography)4

Content includes an introduction into basic human anatomy and radiographic positioning principles. Anatomy, positioning, and radiographic identification of thorax, abdomen, and upper and lower extremities with clinical lab experience and assessment to compliment didactic instruction will be completed. Consideration is given to the evaluation of optimal diagnostic images, the manipulation of radiographic equipment, radiation protection, and critical thinking skills in a diverse patient population.

RAD 265 Principles of Radiation Production, Characteristics, and Equipment

(offered every spring at MGHS School of Radiography)....2

Content is designed to establish knowledge of the concepts of radiation production, emission, and interaction with matter, radiation types and characteristics, and a base knowledge of the components, principles, and operation of radiographic, fluoroscopic, mobile, tomographic, and digital imaging equipment. Factors impacting image acquisition, display, archiving and retrieval are discussed.

RAD 266 Radiography Clinical Practicum II

(offered every spring at MGHS School of Radiography).....7

Content is designed to allow the student sequential development of patient care and assessment skills, competency in the performance of radiologic imaging procedures, and the ability to apply, analyze, integrate, and evaluate these concepts. Through a structured competency-based clinical practicum, concepts of team practice, patient-oriented clinical practice, and professional development are discussed, examined, and evaluated.

RAD 267 Radiographic Procedures II

(offered every spring at MGHS School of Radiography) ..6

Content is a continuation of RAD 264 with advancement of basic human anatomy and radiographic positioning principles to include: anatomy, positioning, and radiographic identification of the bony thorax, vertebral column, skull, contrast media applications, gastrointestinal, hepatobiliary, genitourinary, vascular, and mammography with clinical lab experience and assessment to compliment didactic instruction.

Consideration is given to the evaluation of optimal diagnostic images, the manipulation of radiographic equipment, radiation protection, and critical thinking skills in a diverse patient population. Prerequisite: Completion of RAD 264, Radiographic Procedures I.

RAD 361 Diagnostic Image Production

(offered every fall at MGHS School of Radiography)2

Content is designed to establish a knowledge base of factors that govern and influence producing and recording radiographic images. Film and electronic imaging with related equipment are emphasized. Class and clinical lab demonstrations are used to demonstrate theoretical application.

RAD 362 Sectional Imaging and Anatomy

(offered every fall at MGHS School of Radiography)2

Content provides an entry-level radiography student the relationship of sectional imaging components, the

concepts of transverse radiography, image reconstruction, and radiographic demonstration of cross-sectional anatomy of the head, thorax, abdomen, and extremities.

RAD 363 Radiography Clinical Practicum III

(offered every summer at MGHS School of Radiography)..4

Content is designed to allow the student sequential development of patient care and assessment skills, competency in the performance of radiologic imaging procedures, and the ability to apply, analyze, integrate, and evaluate these concepts. Through a structured competency-based clinical practicum, concepts of team practice, patient-oriented clinical practice, and professional development are discussed, examined, and evaluated.

RAD 364 Image Processing and Quality Management

(offered every spring at MGHS School of Radiography).....2

Content is designed to develop an understanding of the components and operating principles of image processing, basic maintenance and troubleshooting procedures, and radiographic image artifact identification. Quality management in the imaging sciences will include theory and application of the basic quality control tests of radiographic equipment.

RAD 365 Radiographic Pathology

(offered every spring at MGHS School of Radiography)....2

Content is designed to introduce theories of disease causation and pathophysiologic disorders that compromise healthy human systems. Etiology, pathophysiology, age specific responses, clinical manifestations, the role of diagnostic imaging procedures, radiographic appearance of selected diseases, and the treatment and/or management are presented.

RAD 366 Radiography Clinical Practicum IV

(offered every fall at MGHS School of Radiography)9

Content is designed to allow the student sequential development of patient care and assessment skills, competency in the performance of radiologic imaging procedures, and the ability to apply, analyze, integrate, and evaluate these concepts. Through a structured competency-based clinical practicum, concepts of team practice, patient-oriented clinical practice, and professional development are discussed, examined, and evaluated.

RAD 367 Issues in Radiography (Parts A through D)

(content is divided over 4 semesters of the Radiography major).....1

Content provides: 1) A comprehensive junior and senior year review of all radiographic courses with registry simulation testing to enhance a student's radiographic knowledge. 2) A mid-term and final examination. (A

Course Descriptions

student must pass a junior mid-term examination to continue into the senior year. A student must pass a final examination to program complete). 3) A senior year research paper on a related Radiologic topic will be completed and submitted for competition at the Michigan Society of Radiologic Technologists (MSRT) annual educational meeting. 4) A discussion of job interviewing and the completion of a résumé.

RAD 368 Radiography Clinical Practicum V
(offered every summer at MGHS School of Radiography)8

Content is designed to allow the student sequential development of patient care and assessment skills, competency in the performance of radiologic imaging procedures, and the ability to apply, analyze, integrate, and evaluate these concepts. Through a structured competency-based clinical practicum, concepts of team practice, patient-oriented clinical practice, and professional development are discussed, examined, and evaluated.

Religion

REL 200 Introduction to the Bible
(offered every fall starting Fall 2010)3

This course offers historical, theological, and literary consideration of the scriptures. Includes both Old and New Testament.

REL 205 Spiritual Formation
(offered every fall).....3

This course provides guided, critical reflection related to spiritual formation. Students explore a series of readings on faith development and spiritual formation selected from classical and contemporary Christian authors. The readings aim to introduce vocabulary and concepts necessary for critical reflection in the areas of faith, vocation, and service.

REL 222 Christian Ethics in Pluralistic Society
(offered even spring).....3

This course introduces the contributions to society of ethical reflection and decision-making as shaped by the Christian tradition. These contributions are evaluated for their relevance in a pluralistic context. Contemporary ethical issues are discussed with the aim of applying ethical theory to practical decision-making.

REL/SOC 230 Servant Leadership
(offered every semester)3

This course is a Christian faith-based approach to the nature, style, and skills of servant leadership. Students consider contemporary leadership theories and styles of leadership, local and global social justice issues, and

vocation in connection with servant-leading. The concepts of servant leadership are applied through participation in service-learning volunteer work in the local community.

REL/SOC 236 Service-Learning in Tanzania
(offered every spring)3

This course applies the leadership philosophy and skills explored in REL/SOC 230. The primary learning experiences of the course take place during a three-week trip to Tanzania in May. During the spring semester prior to the trip, students meet weekly to discuss readings and fundraising strategies. A mid-semester weekend preparation seminar explores the culture, history, and language of Tanzania, and appropriate ways of behaving as a guest in a foreign country. One seminar following the trip presents the opportunity to reflect on the experience. The visit to Tanzania is at the invitation of the Eastern and Coastal Diocese of the Evangelical Lutheran Church in Tanzania. Students stay in host homes, learn about local concerns, and participate in a service project. Students also have an opportunity to take part in a three-day safari at a Tanzanian game park. It is expected that all students, regardless of financial need, participate in fundraising efforts to help offset some of the travel expenses. Prerequisite: REL 230.

REL/SOC 237 Servant Leadership for the Local Community
(offered every odd fall)3

This course explores servant leadership as a spiritual discipline while developing leadership skills for local volunteer service. The essence of spirituality and spiritual practices in relation to service is explored. Students identify local needs and organize a service-in-kind project to benefit the local community. Students participate in discussion seminars and journal activities.

REL 301 World Religions
(offered even spring).....3

In this course, students attempt to understand a variety of the world’s religions through understanding the questions they seek to answer, the issues they seek to address, and their traditional beliefs, rituals, and cultural contributions.

REL 303 History of Christianity
(offered every fall).....3

This course introduces the key figures and developments of Christianity: Ancient, Reformation, and Modern. Both Eastern and Western Christianity are surveyed. Modern Christian history stresses figures and developments in the West. Recent global trends and developments are also covered.

REL 341 Christian Thought

(offered even spring)3

This course examines key themes in Christian theology. The role of historical influences is considered. Primary and secondary sources are employed. Modern, global perspectives in Christian theological reflection are included. Prerequisite: REL 303 or equivalent.

REL 381 Christian Vocation: Contemporary Challenges and Opportunities

(offered even fall)3

This course builds on REL 230 coursework. Contemporary applications of Christian vocation concepts and practices in modern culture are examined. Prerequisite: REL 230 or equivalent.

REL 420 Biblical Topics in Vocation

(offered even fall)3

This course offers an in-depth examination of vocation through the lens of selected biblical texts. The Pentateuch, Prophets, and writings of the Old Testament are examined for their distinct contribution to a theology of vocation. In the New Testament, Pauline literature is considered. Prerequisites: REL 201 and REL 202.

REL 445 Readings in Spirituality

(offered odd spring)3

This course develops a wider and deeper vocabulary and conceptual framework for spiritual development using primary readings from classical Christian and non-Christian spiritual works. The class complements REL 205, Spiritual Formation, bracketing the Christian Vocation concentration with critical reflection on one's spiritual growth and place in the world. Prerequisite: REL 205 or equivalent.

Sociology

SOC 201 General Sociology

(offered every semester)3

This course provides a broad introduction to the field of sociology. Many different understandings of society and their implications are explored. Students learn to identify and compare major sociological perspectives, understand basic sociological concepts, and apply them to various situations.

SOC 205 Juvenile Delinquency

(offered every fall)3

This course explores issues of juvenile delinquency, factors contributing to delinquency, and societal and governmental attempts to prevent and control delinquent behavior. The role of the juvenile court and juvenile corrections is examined.

SOC/REL 230 Servant Leadership

(offered every semester)3

This course is a Christian faith-based approach to the nature, style, and skills of servant leadership. Students consider contemporary leadership theories and styles of leadership, local and global social-justice issues, and vocation in connection with servant-leading. The concepts of servant leadership are applied through participation in service-learning volunteer work in the local community.

SOC/REL 236 Service-Learning in Tanzania

(offered every spring)3

This course is an application of the leadership philosophy and skills explored in REL/SOC 230. The primary learning experiences of the course take place during a three-week trip to Tanzania in May. During the spring semester prior to the trip, students meet weekly to discuss readings and fundraising strategies. A mid-semester weekend preparation seminar explores the culture, history, and language of Tanzania, as well as appropriate ways of behaving as a guest in a foreign country. One seminar following the trip presents the opportunity to reflect on the experience. The visit to Tanzania is at the invitation of the Eastern and Coastal Diocese of the Evangelical Lutheran Church in Tanzania. Students stay in host homes, learn about local concerns, and participate in a service project. Students also have the opportunity to take part in a three-day safari at a Tanzanian game park. It is expected that all students, regardless of financial need, participate in fundraising to help offset some of the travel expenses. Prerequisite: REL 230.

SOC/REL 237 Servant Leadership for the Local Community

(offered every odd fall)3

This course explores servant leadership as a spiritual discipline while developing leadership skills for local volunteer service. The essence of spirituality and spiritual practices in relation to service are explored. Students identify local needs and organize a service-in-kind project to benefit the local community. Students participate in discussion seminars and journal activities.

SOC 254 Social Problems

(offered even fall)3

This class covers selected social problems of American society. Varying topics include problems such as poverty, race relations, international tensions, population, and crime. Prerequisite: none, but SOC 201 is recommended.

Course Descriptions

SOC 263 Human Relations and Diversity
(offered every fall).....3

This course is an examination of the history, culture, social institutions, values, and contributions of various racial, cultural, and ethnic minority groups in the United States. Students examine the diversity of American society, and speculate about the nation’s future in light of significant contemporary changes. Immigrant and nonimmigrant experiences and continually evolving minority-majority relationships are also discussed.

SOC 312 Criminology
(offered even fall)3

This class analyzes the nature, causes, and distribution of crime; societal factors in crime and delinquency; theoretical explanations of crime; and contemporary social responses. Prerequisite: SOC 201 or permission of instructor.

SOC 346 Rural Sociology
(offered even spring).....3

This course offers a survey of culture, society, social processes, and institutions in the context of rural communities. In surveying rural issues, students are provided with the analytical tools necessary for understanding rural communities and the socioeconomic changes facing rural areas. Students develop critical and analytical skills to better understand the conditions and trends that confront rural society. Prerequisite: SOC 201.

SOC 350 Topics in Sociology
(offered odd spring)3

This course gives students an opportunity to explore aspects of the field of sociology not covered extensively in other sociology survey courses. Topics may include Social Stratification, Gender and Society, Social Movements, Globalization, or Indigenous Peoples. Prerequisite: SOC 201.

SOC 351 Sociology of Sport
(offered as needed)3

This course attempts to critically analyze sport to better understand how it is practiced and what those practices mean. The world of sport is viewed as a microcosm of larger society and a lens through which to examine social structures and processes. Throughout the course, both positive and negative features of sport in our society are discussed. Using various theoretical approaches, students focus on topics as they relate to sports such as identity, gender, race/ethnicity, the media, economics, drugs, and violence. Prerequisite: SOC 201.

SOC/PSY 353 Research Methods in the Social Sciences
(offered odd fall).....3

This course provides an introduction to the methods of social inquiry. Students learn how to design and conduct research, and how to become a critical consumer of it. An overview of various social sciences research strategies is presented and students perform some preliminary research. The course focuses on both conceptual and applied dimensions of social research. Prerequisite: MAT 140 or above.

SOC/PSY 354 Quantitative Analysis in the Social Sciences
(offered odd spring).....3 credits

This course is designed to give students a broad overview of the logical of social research, the process of research design, the major types of data collection techniques, and methods of data analysis. After completing this course, students will have a comprehensive understanding of the methods of sociological inquiry and have mastered a number of research skills that will be applicable for a range of undertakings. Prerequisites: SOC/PSY 353, MAT 145, or permission of instructor.

SOC 372 Social Theory
(offered even fall)3

This course introduces students to the major social theorists and the fundamental concepts important to the development and continuation of the social sciences. Students develop a framework to address critical social and political issues and better understand the society in which we live. Prerequisite: PLS 221, or PSY 201, or SOC 201.

Spanish

SPN 151 Elementary Spanish I
(offered as needed)4

This course covers pronunciation, easy conversation, and basic grammar of the Spanish language. The emphasis is on basic patterns of language and vocabulary.

SPN 152 Elementary Spanish II
(offered as needed)4

This course is a continuation of SPN 151. Pronunciation, grammar, vocabulary, and written and oral communication skills are covered. An overview of Spanish-speaking cultures is also presented. Prerequisite: SPN 151 or equivalent.

University Studies

UNS 100 Finlandia Success Seminar

(offered every semester)1

The Finlandia Success Seminar is a one-credit course in which all incoming students or transfer students with fewer than 24 credits are required to enroll. This seminar course is taught by a variety of instructors who approach the course with a unique perspective. The theme of each course will vary, but through this thematic approach, students will also be introduced to academic expectations at the university level and effective strategies to smoothly transition to the Finlandia environment, both in and out of the classroom.

UNS 103 Fundamentals of Academic Effectiveness

(offered every semester)3

This class provides instruction and practice that focuses on the strategies necessary for students to perform effectively in the college classroom. Students' varied needs are addressed through a wide range of topics that include academics, personal issues, and professional development topics. Additional topics specifically cover self-management skills, effective communication in the oral and written forms, critical thinking, and team work.

UNS 150/151 University Studies

(offered as needed)12

These classes require study abroad at a cooperating institution. Students must have prior approval of the appropriate academic dean and the University Registrar. This is a temporary registration designation.

UNS 203 Career Planning

(offered spring semester).....1

This course develops preparation skills necessary for a successful career. Students are introduced to a variety of topics including career goal assessment, job search strategies, effective resume and cover letter writing, employment benefits information, interviewing techniques, graduate school opportunities, and job market analysis.

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Mr. John Stierna, Haymarket, Virginia
Mrs. Patricia Van Pelt, Eagle Harbor, Michigan
Mrs. Iola Jean Vanstrom, Duluth, Minnesota

University Calendar 2009-2010

First Semester - Fall 2009

August 19, Wednesday

Residence hall opens for incoming and returning students
8:00 am-6:00 pm, Community Welcome and required check-in, advising, registration, and drop/add for new and returning students, Paavo Nurmi Center gymnasium

August 20, Thursday

Late check-in begins (\$50 late fee)

August 20-23, Thursday-Sunday

Orientation for incoming students
Student Life activities for returning students

August 24, Monday

8:10 am, Fall semester classes begin

September 1, Tuesday

Last day to register and adjust tuition
Last day to drop/add a class with no grade (until 4:30 pm)

September 7, Monday

No classes (Labor Day)

October 16, Friday

Mid-semester break (after last class Thursday)

October 19, Monday

Classes resume

October 30, Friday

Last day to withdraw with a "W" (until 4:30 pm)

November 25-29, Wednesday-Sunday

Thanksgiving Break (after last class Tuesday)
Residence hall closes at noon, Wednesday
Residence hall opens at 9:00 am, Sunday

November 30, Monday

Classes resume

December 7-11, Monday-Friday

Final exam week

December 11, Friday

End of Fall semester

December 13, Sunday

Residence hall closes at noon

Second Semester - Spring 2010

January 9, Saturday

Residence hall opens for incoming students

January 10, Sunday

Residence hall opens for returning students

January 11, Monday

8:10 am, Spring semester classes begin
8:00 am-5:00 pm, Required check-in, advising, registration, and drop/add for all students, Paavo Nurmi Center gymnasium

January 12, Tuesday

Late check-in begins (\$50 late fee)

January 19, Tuesday

Last day to register and adjust tuition
Last day to drop/add classes with no grade (until 4:30 pm)

March 5, Friday

Spring Break (after last class Friday)
Residence hall closes at noon, Saturday

March 14, Sunday

Residence hall opens at 9:00 am

March 15, Monday

Classes resume

March 26, Friday

Last day to withdraw with a "W" (until 4:30 pm)

April 2, Friday

Good Friday, no classes 12:30-5:30 pm

April 16, Friday

Honors Banquet

April 26-30, Monday-Friday

Final exam week

April 30, Friday

End of Spring semester

May 2, Sunday

Commencement
Residence hall closes at 6:00 pm

Third Semester – Summer 2010

May 22, Saturday

Residence hall opens

May 24, Monday

Registration
8:15 am, Summer semester classes begin

May 28, Friday

Last day to register and adjust tuition (until noon)
Last day to drop/add classes with no grade (until noon)

May 31, Monday

No classes (Memorial Day)

July 2, Friday

Last day to withdraw with a "W" (until noon)

July 5, Monday

No classes (Independence Day observed)

July 23, Friday

End of Summer semester (after last exam)

July 24, Saturday

Residence hall closes at noon

First Semester - Fall 2010

August 18, Wednesday

Residence hall opens for incoming and returning students
8:00 am-6:00 pm, Community Welcome and required check-in, advising, registration, and drop/add for new and returning students, Paavo Nurmi Center gymnasium

August 19, Thursday

Late check-in begins (\$50 late fee)

August 19-22, Thursday-Sunday

Orientation for incoming students
Student Life activities for returning students

August 23, Monday

8:10 am, Fall semester classes begin

August 31, Tuesday

Last day to register and adjust tuition
Last day to drop/add a class with no grade (until 4:30 pm)

September 6, Monday

No classes (Labor Day)

October 15, Friday

Mid-semester break (after last class Thursday)

October 18, Monday

Classes resume

October 29, Friday

Last day to withdraw with a "W" (until 4:30 pm)

November 24-28, Wednesday-Sunday

Thanksgiving Break (after last class Tuesday)
Residence hall closes at noon, Wednesday
Residence hall opens at 9:00 am, Sunday

November 29, Monday

Classes resume

December 6-10, Monday-Friday

Final exam week

December 10, Friday

End of Fall semester

December 12, Sunday

Residence hall closes at noon

Second Semester - Spring 2011

January 8, Saturday

Residence hall opens for incoming students

January 9, Sunday

Residence hall opens for returning students

January 10, Monday

8:10 am, Spring semester classes begin
8:00 am-5:00 pm, Required check-in, advising, registration, and drop/add for all students, Paavo Nurmi Center gymnasium

January 11, Tuesday

Late check-in begins (\$50 late fee)

January 18, Tuesday

Last day to register and adjust tuition
Last day to drop/add classes with no grade (until 4:30 pm)

March 4, Friday

Spring Break (after last class Friday)
Residence hall closes at noon, Saturday

March 13, Sunday

Residence hall opens at 9:00 am

March 14, Monday

Classes resume

March 25, Friday

Last day to withdraw with a "W" (until 4:30 pm)

April 15, Friday

Honors Banquet

April 22, Friday

Good Friday, no classes 12:30-5:30 pm

April 25-29, Monday-Friday

Final exam week

April 29, Friday

End of Spring semester

May 1, Sunday

Commencement
Residence hall closes at 6:00 pm

Third Semester – Summer 2011

May 21, Saturday

Residence hall opens

May 23, Monday

Registration
8:15 am, Summer semester classes begin

May 27, Friday

Last day to register and adjust tuition (until noon)
Last day to drop/add classes with no grade (until noon)

May 30, Monday

No classes (Memorial Day)

July 1, Friday

Last day to withdraw with a "W" (until noon)

July 4, Monday

No classes (Independence Day)

July 22, Friday

End of Summer semester (after last exam)

July 23, Saturday

Residence hall closes at noon

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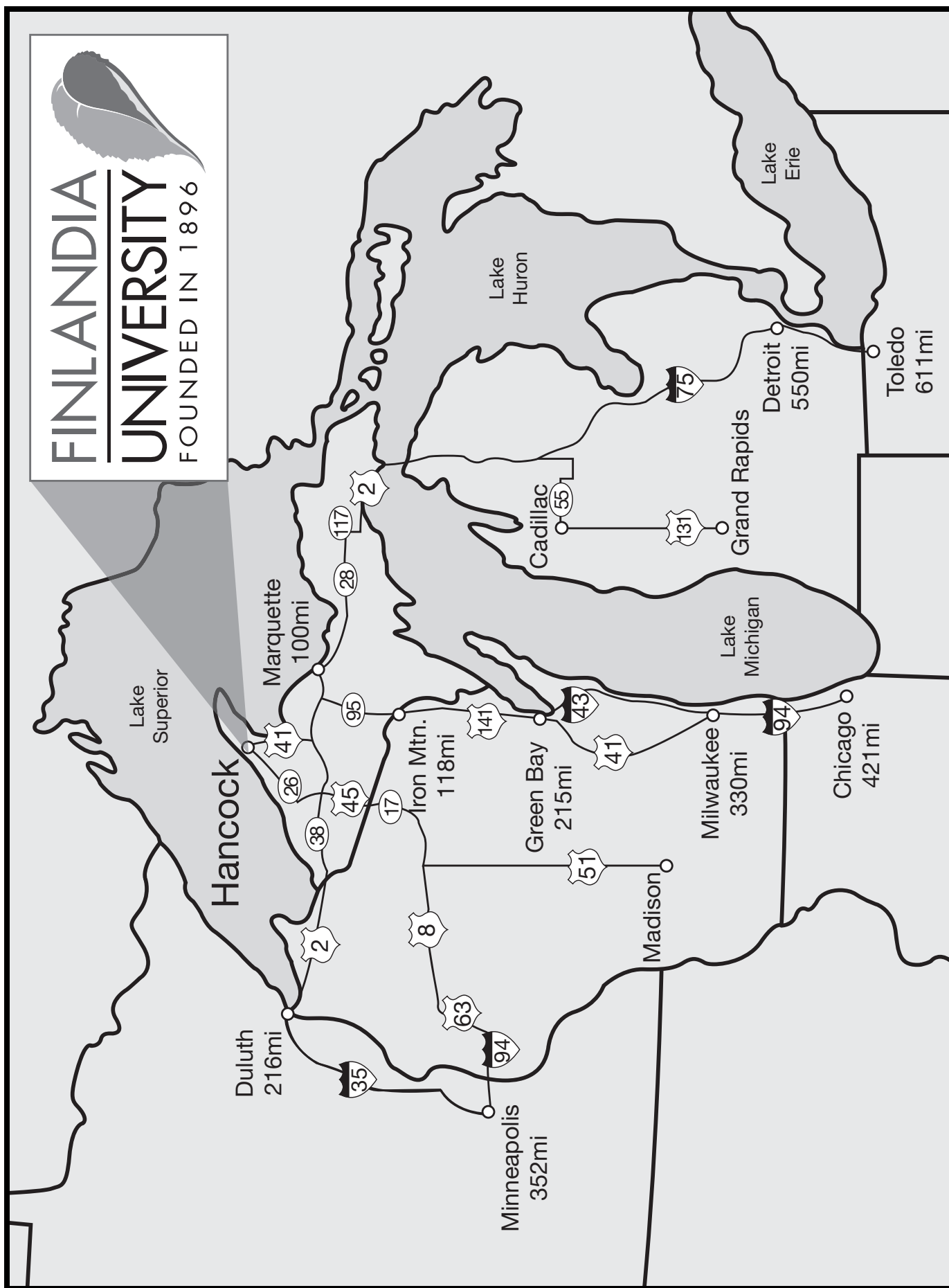
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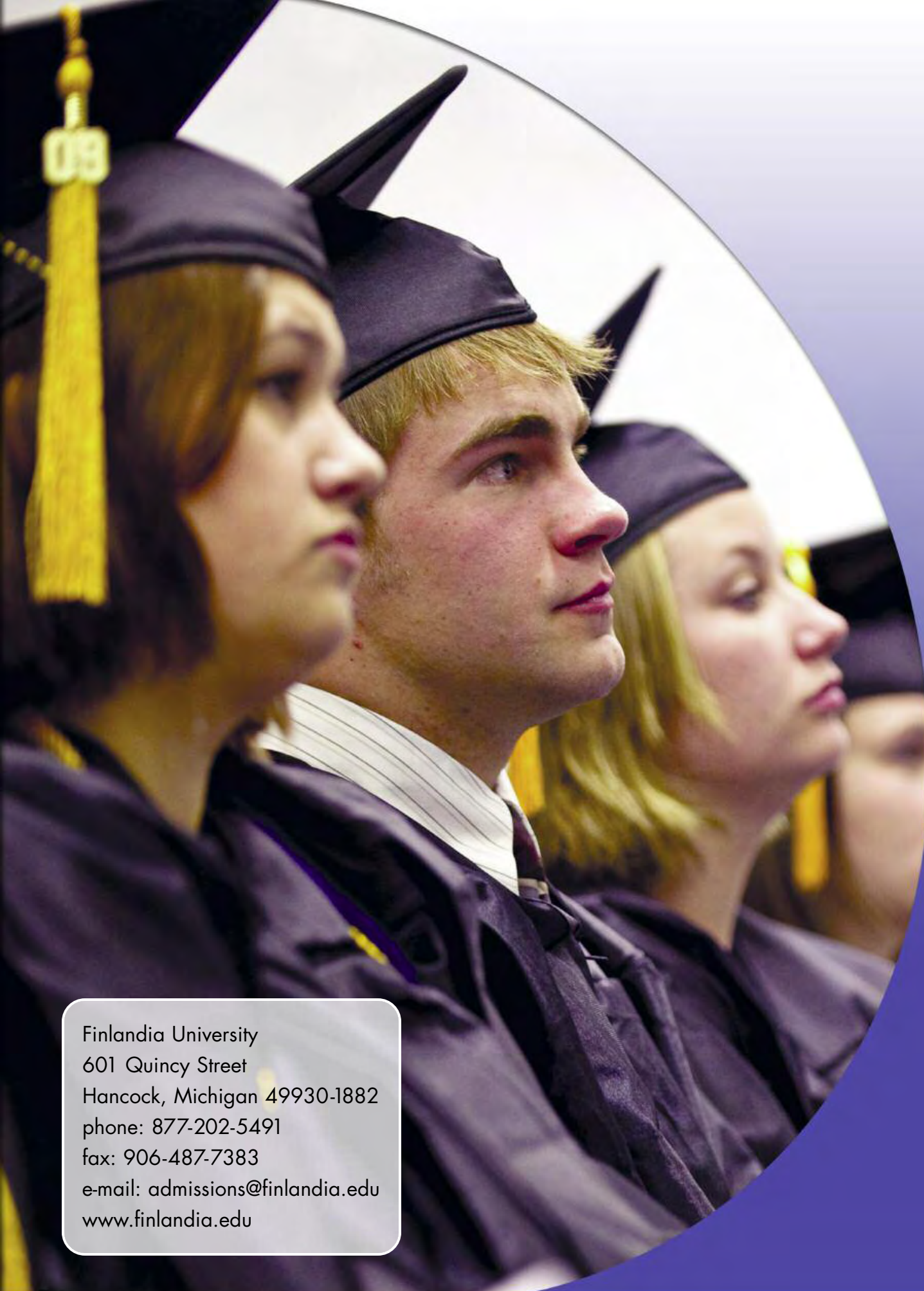
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FINLANDIA UNIVERSITY

FOUNDED IN 1896





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