

CATALOG 2011-13

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



FINLANDIA UNIVERSITY



Philip Johnson

President

Greetings From The President

Welcome to Finlandia University!

Here at Finlandia we care deeply about three things: whole learning, uncommon attention, and preparing men and women to flourish as persons and professionals. I'd like to share with you a few reflections on these core values.

Whole learning. Finlandia faculty and staff take seriously a sometimes-overlooked—but essential—idea: students are human beings. During their university careers, students both deserve and expect to explore what it means to be human. Therefore, inside and outside the classroom, Finlandia encourages students to meaningfully engage and integrate their various human capacities and a full range of human intelligences.

Uncommon attention. We also take seriously the delivery of the Finlandia experience. University faculty and staff work intentionally to nurture that experience with what we call uncommon attention. This means that we strive to accompany students with an individualized blend of affirmation and accountability, support and challenge. Finlandia is above all else a teaching institution where the priority is student learning and where scholarship is rightly reinvested in the classroom.

Our graduates. Thus, the Finlandia diploma reflects intentional exploration of personal meaning and the pursuit of academic excellence. The men and women who graduate from Finlandia are prepared for not only professional success, but also for purposeful lives. The economic benefits of a college degree garner much attention. Finlandia believes that cultural, civic, ethical, and social aims deserve equal, if not greater, attention.

I invite you to engage with us in our mission of academic excellence, spiritual growth, and service. Welcome to the Finlandia learning community.

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
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NON-DISCRIMINATION STATEMENT

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, sexual orientation, genetic information, or any other category protected by law in admissions, employment, athletics, programs, and activities. The following person(s) has been designated to handle inquiries regarding the non-discrimination policies or gender equity concerns:

Ann Testini, Director of Human Resources
Title IX Coordinator
Old Main, Room 209
(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) 487-7339
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 was developed hundreds of years before. During the early years of their country's formation, Finnish people developed an attitude of *sisu*, a concept roughly defined as persistence and determination. It was with this steadfast attitude that Suomi College was established. Early Finnish immigrants, toiling in Upper Peninsula mining and lumber camps, dreamed of a better life for their children and future Finnish-American generations. They found their answer in Suomi College. Although the first graduating class comprised only 11 men and women, the college persisted and in 1899 constructed its first building, Old Main. The Finns recognized the need not only to educate their children, but to maintain their cultural heritage. 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, teaching the English language, and imparting other practical skills that would provide employment and service opportunities in their new land.

TODAY

Finlandia University is a co-educational, baccalaureate degree-granting institution, and one of 26 U.S. colleges and universities affiliated with the Evangelical Lutheran Church in America (ELCA). It is the only private, not-for-profit institution of higher learning in Michigan's Upper Peninsula. Finlandia University awards bachelor and associate degrees through two colleges and two schools: the Suomi College of Arts & Sciences, the College of Health Sciences, the International School of Art & Design, and the International School of Business.

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 just minutes from the shores of Lake Superior, the world's largest freshwater lake. Year-round, students enjoy hiking, camping, picnicking, fishing, swimming, canoeing, snowshoeing, skating, ice hockey, and skiing.

STUDENT BODY

During the fall 2010 academic semester, 667 students attended Finlandia University. Of the total number of students enrolled, 173 (26%) lived on campus; 417 (63%) were female; 70 (10%) were minority and 22 (3%) were international students.

UNIVERSITY 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 compete as an independent institution in the following sports: women's soccer, men's and women's cross country running, men's and women'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."

ACADEMIC YEAR

Finlandia offers full-length fall and spring semesters, and a shorter 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; and
9. Achieving recognized standards of quality for students, employees, programs, service areas, and fiscal performance.

ACCREDITATION, UNIVERSITY

Finlandia University is accredited by The Higher Learning Commission (HLC) of The North Central Association of Colleges and Schools, 230 South LaSalle Street, Suite 7-500, Chicago, IL 6060, 800-621-7440. Additional information about Finlandia University's HLC 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.

ACCREDITATION, COLLEGE OF HEALTH SCIENCES

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 (www.apta.org, 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.

UNIVERSITY MEMBERSHIPS

The university holds memberships in the Association of Governing Boards (AGB), Association of Independent Colleges and Universities of Michigan (AICUM), Council for Higher Education Accreditation (CHEA), Council of Independent Colleges (CIC), Lutheran Educational Conference of North America (LECNA), Michigan Campus Compact (MCC), and National Association of Independent Colleges and Universities (NAICU).

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 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

Constructed in 1899, Old Main was the first building on the Finlandia University campus. The three-story building is built in 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, the offices of *The Finnish American Reporter* (a monthly English-language journal), and an office of the Honorary Consulate of Finland. Through history, tradition, and mission, the FAHC links the Finnish-American community to Finland and Finns everywhere. The FAHC is a popular stop for tourists and a community focal point, hosting exhibits, lectures, plays, musical programs, and community events year-round. The FAHC also offers community enrichment programming, such as Finnish language courses. The FAHC is an excellent resource for Finnish and local history research, and regular patrons include students, researchers, genealogists, scholars, and



dignitaries. Established in 1932, the FAHC's archive and museum collects and displays documents, photos, and artifacts related to the Finnish and Finnish-American experience, including folk costumes, farm and home implements, musical instruments, and fine art and folk art. The climate-controlled archive contains the largest collection of Finnish-American materials in North America.



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 then-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 houses a computer lab, PTA and Nursing labs and classrooms, TriO Student Support Services, the Teaching Learning Center (TLC), Disability Student Services (DSS), and faculty offices.





WARGELIN HALL

Wargelin Hall was dedicated in 1965 in honor of Finlandia's second president, John Wargelin. The building houses the 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, and the office of the University Registrar.



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 Paavo Nurmi Center also houses Athletics Department staff offices and classrooms. The building was

named after the Finnish runner, Paavo Nurmi, who during the 1920s set 31 world track records and won 12 Olympic medals. Finlandia University students taking courses for credit use the Paavo Nurmi Center free of charge with a valid student ID. Day passes and longer-term memberships are available to community members.

FINLANDIA HALL

Finlandia Hall is the university's co-ed residence hall. Built in the mid-1980s, the four-story building accommodates up to 180 students. Rooms are organized suite-style, with four students sharing two bedrooms and a bath. Located in Finlandia Hall are the university cafeteria, student recreation areas, a 24-hour computer lab, student lounges, laundry facilities, the Student Affairs Office, and the Department of Campus Safety and Security.



KIVI HOUSE/NORTH WIND BOOKS

Kivi House, built in the 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

Built in 2000, the Chapel of St. Matthew offers students a quiet place for meditation and reflection. Worship services are held twice weekly during the academic year. The chapel also hosts campus gatherings and public events. The Campus Ministry Center and the Office of the University Chaplain occupy the chapel's lower level.



SULO AND AILEEN MAKI LIBRARY

The Sulo and Aileen Maki Library, in Wargelin Hall, is a comfortable, inviting space for research, study, and reading. In 1997, the library was renovated and enlarged and named for Mrs. Aileen Maki, whose gift in memory of her husband, Sulo, made the improvements



possible. 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, hundreds of DVDs and CDs, and other audiovisual materials. Laptops, multimedia projectors, and other AV equipment are available for short-term use. The library supports a regional on-line catalog, over 13,000 electronic books, and dozens of specialized on-line library databases. Students may also borrow materials from libraries throughout Michigan using an interlibrary loan system. To help students get the most from the library's resources, Maki Library staff members conduct tours, present informational sessions, teach library and information literacy skills, and provide one-on-one information gathering guidance.



JUTULA CENTER CAMPUS

The Finlandia University Jutula Center campus is located on the banks of the Portage Waterway, six blocks from Finlandia's main campus. Formerly a hospital, the renovated building now houses Finlandia's International School of Art & Design (ISAD) and the Lily I.

Jutula Center for Global Design and Business, a small business incubator. ISAD students enjoy spacious, modern studios and classrooms.

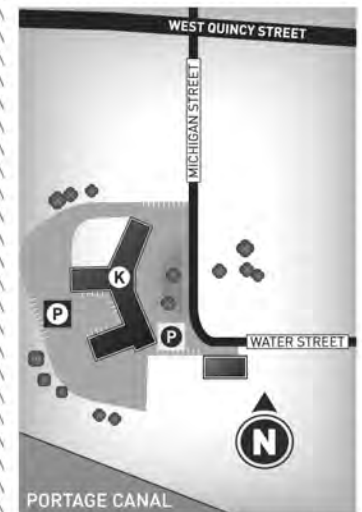
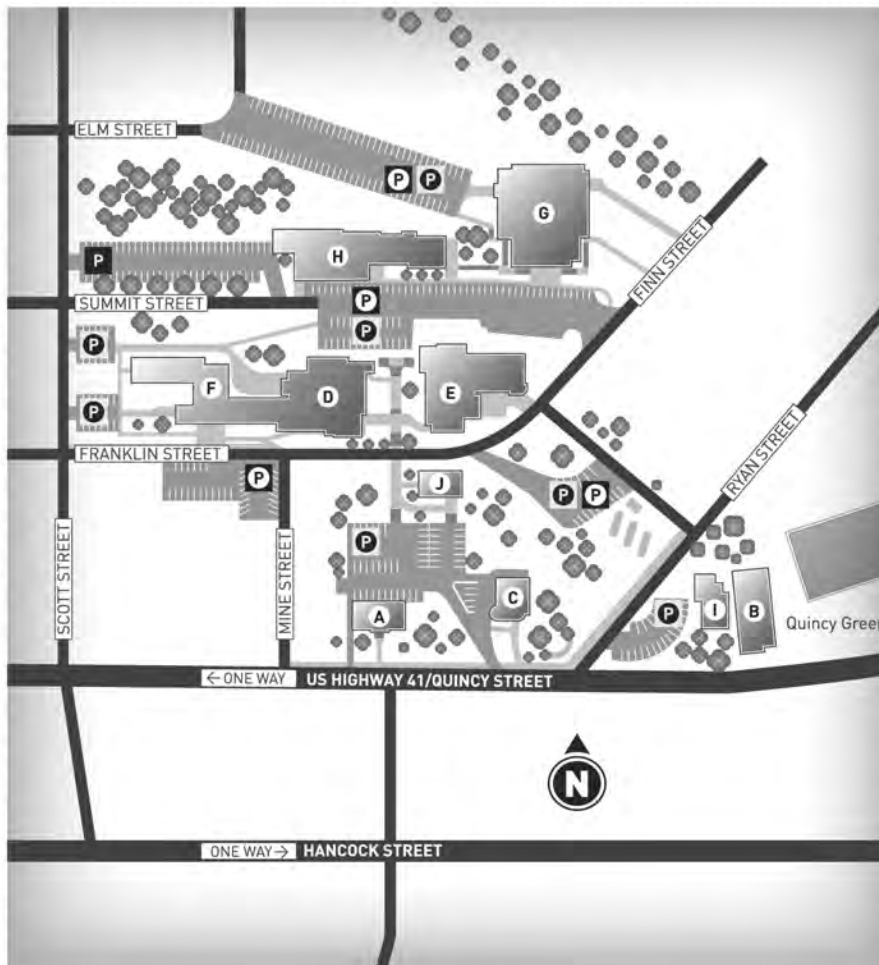
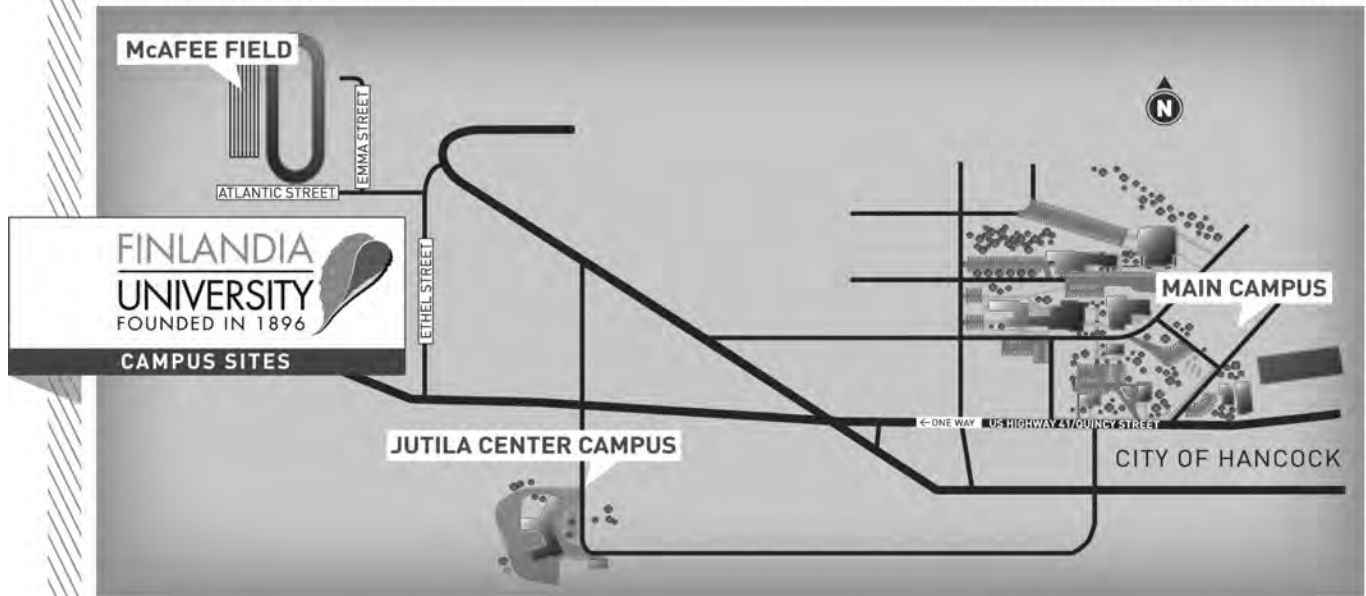
The Jutula Center and the International School of Art & Design are patterned after a Finnish education model developed by Finlandia's partner institutions in Finland. The learning model is distinguished by its cross-disciplinary art and design and business curriculum and an environment in which students engage in innovative, hands-on learning through interaction with Jutula Center businesses and other local and regional firms. In turn, these companies benefit from the services provided by the Jutula Center, including student projects and professional business consulting and services. The on-site incubator also supports an environment in which students are encouraged to develop their own businesses.

FINLANDIA UNIVERSITY ATHLETIC COMPLEX AND MCAFEE FIELD

Phase I construction of the Finlandia Athletic Complex was completed in September 2011 when McAfee Field, a collegiate, state-of-the-art competition field, became ready for use by Finlandia student-athletes, area middle and high school sports teams, and local youth sports leagues. The field features an all-weather competition surface, sport lighting, and an electronic scoreboard with digital video display. The Athletic Complex is just a few short blocks from Finlandia's main campus. Future plans for the complex include a grand stand, a field house, a collegiate softball field, and a practice field.



Artist's Rendering



- A** Old Main
- B** Finnish American Heritage Center
- C** Hoover Center
- D** Nikander Hall
- E** Wargelin Hall/Maki Library
- F** Mannerheim Hall
- G** Paavo Nurmi Center
- H** Finlandia Hall
- I** North Wind Books
- J** Chapel of St. Matthew
- K** Jutla Center

P Student Parking **P** Resident Parking **P** Faculty/Staff/Visitor

ADMISSIONS

OFFICE OF ADMISSIONS(906) 487-7208

ADMISSION PROCEDURES

A completed admission file includes an application for admission, official high school transcripts from the last high school attended, 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 above-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 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 deadlines are:

<u>STUDENT STATUS</u>	<u>FALL</u>	<u>SPRING</u>	<u>SUMMER</u>
New, Transfer, Former	August 19	January 6	May 13
International	June 1	October 15	_____
Canada	July 15	November 1	_____

GENERAL REQUIREMENTS

REGULAR ADMISSION

Regular admission to the university for the 2011-12 and 2012-13 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 high school 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, Fundamentals of Academic Effectiveness, 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 University assessment test may be required. Many home-schooled students enjoy the small class sizes and educational opportunities at Finlandia, and home-schooled students are encouraged to consider Finlandia. The Office of Admissions 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 and senior years of high school. The admissions policies for regular students apply to early admission students.

NOTIFICATION OF ACCEPTANCE

Students must submit all required documents to complete their admission file. When all documents have been received and evaluated, students will be notified of university acceptance or non-acceptance by the Office of Admissions. 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 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 on campus.

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, and attend orientation activities the week prior to the start of classes.

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 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 the university registrar 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. 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 course grades or university credit. 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 Office of Admissions at (877) 202-5491 or (906) 487-7208.

TRANSFER STUDENTS

REGULAR ADMISSION

Provided they meet all high school admissions requirements, regular admission for the 2011-12 and 2012-13 academic years is granted to transfer students who have achieved one of the following: 1) Students who earned at least 6 and no more than 24 credits and have maintained a GPA of 1.60 at another institution of higher education; 2) Students who have earned 25 or more credits with a 2.00 or higher GPA; or 3) Students who have earned no more than 24 credits AND have been out of school for at least two years. 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: 1) a cumulative GPA of less than 2.00 with more than 25 credits, or 2) less than a 1.60 cumulative GPA with 24 credits or less, pending an academic history review by the Admissions Committee. The Finlandia University assessment test is required. The Admissions Committee will review student files for acceptance or denial. Transfer students admitted on academic warning are required to take UNS 103, Fundamentals of Academic Effectiveness, 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 Finlandia University policies for acceptance of academic credit from other colleges and universities, and from 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. Finlandia also has articulation agreements with various Michigan colleges and universities; please contact the Office of Admissions for more information.

FORMER FINLANDIA UNIVERSITY STUDENTS

Applications for readmission to the university must be approved by the University Registrar, Director of Financial Aid, and Director of Student Accounts. The Office of Admissions initiates this process, and before any action is taken 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 re-admitted 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 re-admission directives.

INTERNATIONAL STUDENTS

International students may enroll directly in an undergraduate degree program, or enroll in the university's 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 is not English, requires one of the following official scores for admission: TOEFL, IELTS, PTE Academic, STEP (Japan only), or SAT I.

- TOEFL: minimum 550 PBT, 213 CBT, 79 iBT (paper-based, computer-based, internet-based), www.ets.org/toefl.
- IELTS: minimum 6.0 overall band score (minimum 6.0 writing and speaking portion), www.ielts.org. (IELTS is jointly operated by the British Council, IDP: IELTS Australia, and the University of Cambridge ESOL Examinations.)
- PTE: minimum score of 53, www.pearsonpte.com/PTEAcademic. (NOTE: Score reports available in 5 days.)
- STEP: (Japan only) "STEP Pre-1st" allows for admission to any undergraduate degree program; "STEP 2A" allows for conditional admission to a degree program (ESL or English language program required).
- SAT I: minimum 420 writing, 500 critical reading, www.collegeboard.com. (Score report must be sent directly from the testing service.)

Degree-seeking students who require 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: 1) international application for admission; 2) essay; 3) completed Finlandia University affidavit of financial support form; 4) certified and sealed official transcripts in English from all institutions where previous academic work has been completed (high school or secondary school, college or university); 5) an original bank statement showing support in U.S. funds for one academic year; and 6) a copy of the applicant's passport photo page. An optional personal statement is highly encouraged.

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. An international application checklist and the required forms are available at www.finlandia.edu/international-students.

ENGLISH AS A SECOND LANGUAGE CERTIFICATE PROGRAM (ESL)

The same international student admissions procedure for acceptance to undergraduate programs must be completed for entrance to the English as a Second Language program. Entrance into the ESL program requires an internet-based TOEFL score of 32 (or equivalent test), or permission of the international admissions officer. Finlandia University ESL students must enroll in at least 12 credits per semester and receive an overall 2.5 GPA to be awarded an ESL Certificate. A full description of the ESL program is in the Academic Programs section of this publication.

PROGRAM-SPECIFIC ADMISSION REQUIREMENTS

ELEMENTARY EDUCATION PROGRAM (B.A.)

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 1) completion of the General Education core; 2) completion of EDU 101 and EDU 201 with a grade of "B-" or better; 3) a cumulative GPA at Finlandia University of 2.70 or better; 4) 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); 5) successful review and acceptance of the essay, "Why I Want to Be a Teacher"; and 6) successful completion of a background check. 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 professional education GPA of 3.00, and a minimum GPA of 2.70 in the student's minors (Science and Math). 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 major and/or minor courses must be completed prior to student-teaching. The Elementary Education Committee is responsible for granting approval to student-teach.

NURSING PROGRAM (B.S.N.)

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), all with a minimum grade of "B-", and a minimum cumulative high school GPA of 2.5 on a 4.0-point scale. College-level course equivalents require a minimum grade of "C" or better and a minimum cumulative college GPA of 2.50.

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

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

PHYSICAL THERAPIST ASSISTANT PROGRAM A.A.S. (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 PTA 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. Students enter the PTA program in the fall semester only. High school applicants must have: 1) a minimum cumulative high school GPA of 3.0; 2) completed one year of high school algebra and two years of any combination of high school chemistry, biology, and/or physics, with at least one year of high school biology, all with a grade of "B" or better; and 3) completed 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 maximum number of PTA program graduates per year is limited to 24 students. The exact number admitted to the program 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, and applying early is advised. Student admission to the PTA program is 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 minimum cumulative university GPA of 2.5 in 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 previous five years. In addition to academic requirements, prior to the start of the technical phase coursework, all accepted PTA program 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.

MEDICAL ASSISTANT PROGRAM A.A.S. (MAS)

Incoming students apply to the Medical Assistant program through the Office of Admissions. Admission to 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 science in biology and anatomy/physiology or chemistry, all with a minimum grade of “C”; and a minimum cumulative high school GPA of 2.5 on a 4.0 point scale.

Transfer students who wish to enroll directly into the final year (three semesters) of the Medical Assistant program must meet the required academic standards and progression criteria. Completed college-level courses require a minimum grade of “C” and a cumulative college GPA of 2.5 or better. The number of students enrolled in the final year of the program is limited. Successful completion of the first-year Medical Assistant curriculum does not guarantee enrollment in the technical phase of the MAS program. The exact number of students admitted is determined each year by the MA program director based on academic performance, the availability of clinical site rotations, and available resources. Student admission to the MAS program is considered without regard to race, color, national origin, sex, disability, or age.

RADIOGRAPHY PROGRAM A.A.S. (RAD)

Finlandia University and the Marquette (Michigan) General Health System (MGHS) School of Radiography collaboratively administer the three-year extended degree program in Radiography. RAD students complete General Education and medical theory coursework, and clinical experiences.

First-year Radiography students complete General Education (or pre-radiography) coursework at Finlandia University. Upon successful admission into the MGHS School of Radiography, academic coursework in radiography is completed at Marquette General Hospital. Final-year clinical experiences 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 the Radiography major 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 program includes the completion of one full year of high school courses in algebra, chemistry, and biology (and/or their equivalents), all with a minimum grade of “C”, and a cumulative GPA of 2.5 or better on a 4.0 point scale. Completed college-level courses require a minimum grade of “C” and a cumulative college GPA of 2.5 or better.

Students must follow the four-step application process for entry into the Radiography major as outlined by the MGHS School of Radiography. Entry to the Radiography major occurs in the fall semester. Students who apply to the Radiography major must successfully complete the pre-radiography curriculum with a minimum cumulative GPA of 2.5 and minimum grades of “C” or better in ENG 104 (College English II) and BIO 171/172 (Anatomy & Physiology I and II).

The number of pre-radiography students admitted to the Radiography major is limited based on the availability of clinical site placements and to assure favorable student-to-faculty ratios. Successful Radiography major candidates must meet MGHS School of Radiography eligibility criteria, complete a three-hour job shadowing experience, and participate in a personal interview with the MGHS School of Radiography Admissions Committee.

NOTE: Changes to the Finlandia University Radiography degree program are anticipated in the 2011-12 academic year and were not finalized by the deadline for this publication. For the most current information, please contact the College of Health Sciences at (906) 487-7305.

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 their first semester of enrollment. The \$100 tuition deposit is also required of all students (incoming and returning) each 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 multiple opportunities each semester to register for courses, official financial check-in occurs when a student has paid in full or completed satisfactory financial arrangements with Finlandia University for all semester tuition, fees, and room and board charges, including previous balances. Students who fail to check-in during the official, published semester check-in day will be charged a \$50 late check-in fee. See the University Calendar in this publication for official check-in dates.

TUITION

For part-time students (fewer than 12 credits), 2011-2012 academic year tuition is \$647 per credit hour. For full-time students (12-18 credits), 2011-2012 academic year tuition is \$9,699 per semester (\$19,398 yearly). Tuition for credits over 18 per semester is \$647 per credit. Tuition rates for the academic year are typically established by the Board of Trustees each spring. For current tuition rates, see the university website at www.finlandia.edu/tuition or contact the Office of Admissions.

RESIDENCE HALL CHARGES

Students living on-campus during the 2011-2012 academic year are required to pay residence hall charges of \$3,350 per semester (\$6,700 yearly). The charges cover a shared room and the resident student meal plan in the university dining hall, which is required of all resident students. 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 semester drop/add period will not incur room and board charges but are charged a \$200 fee. Students who move off-campus after the end of the published semester drop/add period are responsible for full semester room and board charges. The Board of Trustees typically establishes residence hall charges for the academic year each spring. For current residence hall charges, see the university website at www.finlandia.edu/tuition or contact the Office of Admissions.

STUDENT ACCOUNTS

MATRICULATION FEE

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

DEPARTMENTAL FEES

Departmental fees are charged to students enrolled in specific programs. The fees cover various instructional materials and lab maintenance expenses. College of 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 hour, plus additional fees as applicable. Although school district state funding normally covers dual enrollment 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 additional fees as applicable.

BOOKS AND SUPPLIES

Textbooks and supplies are available at North Wind Books, the university’s on-campus bookstore. Costs vary according to the student’s program of study and the availability of used books. Books may be purchased by cash, check, or credit card, or charged to a student account. Student accounts must be arranged through the Office of Student Accounts prior to charging purchases. Student accounts are available for use, with student ID, one week prior to the first day of class.

Textbooks may be purchased online (credit card only) at finlandia.bkstr.com, and picked up at North Wind Books. Students may rent textbooks at finlandia.rentsbks.com. Rented books will be shipped to the student by Follett Higher Education. North Wind Books is the official return depot for rental textbooks.

The final day to return unused textbooks for a full refund is the last day of the drop/add period. See the University Calendar in this publication for official drop/add dates. North Wind Books offers textbook buyback the final week of each semester; days and hours are posted prior to the event.

IDENTIFICATION CARDS

All resident and commuter students are issued a student identification card. If the card is lost, the student must purchase a replacement card at the Campus Safety & Security office. A replacement ID card is \$10.

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 the form.

Finlandia University complies with the revised Higher Education Act Amendment of 1998 as it applies to students receiving Title IV funds. Tuition refunds are allocated according to the provisions of the Higher Education Act 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 (Parent)
- 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 completed at the time of withdrawal, measured from the first day of that semester’s classes.

The table below outlines refund percentages:

PORTION OF SEMESTER COMPLETED	PERCENTAGE REFUNDED
10%	100%
20%	80%
30%	70%
40%	60%
50%	50%
60%	40%
60.1% and over	No Refund

REFUND OF CREDIT BALANCES

Students with a credit balance on their account will receive a refund check from the Office of Student Accounts within 14 days after the credit appears on the account. However, refund checks will not be disbursed until all tuition and fee charges are paid.

PAYMENTS

Room and board charges (on-campus students), tuition, and all other costs not covered by financial aid (federal loans, federal and state grants, and 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 arranged.

PRE-PAY DISCOUNT

Students who pay the balance of their bill in full for the fall semester, or for the 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. There is a \$25 non-refundable fee per semester to enroll in the payment plan. The payment 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. 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. Diplomas and transcripts, official or unofficial, will not be released until all balances are paid in full. 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 2011 final drop/add date is September 6, 2011; the spring 2012 final drop/add date is January 17, 2012. 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 Office of Student Accounts. Upon final departure from Finlandia University, before a diploma is issued or any transcripts, official or unofficial, are released, any outstanding balance must be paid in full, including library, parking, and disciplinary fines, and all other charges. Students are responsible for fees incurred in collecting the account balance. For information, contact the Office of Student Accounts.

TUITION AND FEES (2011-2012)

FEES	ONE TIME	PER CREDIT	PER SEMESTER	PER YEAR
Application Fee	\$30			
Matriculation Fee	\$100			
General Student Fee			\$250	\$500
Tuition (part-time)		\$647		
Tuition (full-time)			\$9,699	\$19,398
Room & Board			\$3,350	\$6,700
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	
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): \$92 for Finlandia students (Subject to change without notice.)

FINANCIAL AID

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.gov. Federal and state financial aid programs also use information provided by the FAFSA.

The FAFSA must be completed each year and should be submitted as soon after January 1 as possible for financial aid consideration the following 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 or e-mailed to the student and to 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 state and federal financial aid 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, signed 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 verification information. The student is responsible for sending verification documents to the requesting agency. The financial aid file must be complete, including any requested verifications, before any financial aid is

FINANCIAL AID

credited to a student account or the student begins to participate in the work-study program. In their initial financial aid packets, students will receive a list of the required documents.

Beginning in February of each year, and until the file is complete, students will periodically receive a verification checklist from the Office of Financial Aid 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, Financial Aid will inform the student of the change in writing.

CONFIRMATION OF FINANCIAL AID AWARD

Financial aid awards are confirmed when the student's 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 receipt of 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 in any semester. Students whose files are incomplete at that time may be removed from classes, may be required to immediately pay the full semester charges, or may be asked to drop their classes.

SATISFACTORY PROGRESS

To continue receiving financial aid, a student must fulfill satisfactory progress requirements related to completed credit hours and GPA. The satisfactory progress assessment is conducted at the conclusion of each academic year. The credit hour 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:

<u>CREDITS</u>	<u>CUMULATIVE GPA</u>
0-24	1.60
25-48	1.75
49+	2.00

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 Office 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; and
6. Sign a statement on the FAFSA application certifying that federal student aid will be used only 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 2010-11 academic year was \$5,550. The amount of an individual Pell Grant award is based on the Expected Family Contribution (EFC), cost of attendance, part-time or full-time status, and the number of semesters attended in the academic year.

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 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. Due to limited funding, not all work-study-eligible students will receive work-study positions.

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.

WILLIAM D. FORD DIRECT LOAN PROGRAM (DIRECT LOAN PROGRAM)

Students attending the university at least half-time who have filed a FAFSA may be eligible for the Direct Loan Program. Direct Loans are low-interest loans made directly by the federal government. These funds are requested through the university, sent from the government directly to the school, and applied by the university to the student's account. Students' financial aid files must be complete to receive Direct Loan funds. The required documents include a signed award letter to accept the loan, a completed Direct Loans Master Promissory Note (MPN), and a completed online Student Entrance Counseling session.

Students are responsible for understanding the conditions and regulations of the loan and repayment process. Students may contact the Office of Financial Aid or the lending institution for this information. Students should note that Direct Loans are debts incurred by the student, not by the family.

First-time loan borrowers at Finlandia University must wait 30 days after the first day of the semester for loan funds to be disbursed from the government and credited to their university account.

SUBSIDIZED DIRECT LOANS

Subsidized loans are awarded based on financial need. The federal government pays the interest 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 borrower's first payment on the loan.

UNSUBSIDIZED DIRECT LOANS

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 final 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. A FAFSA must be filed for the child for which they are borrowing. The annual 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 interest begins to accrue as soon as the loan is disbursed; repayment begins within 60 days thereafter. Parents have the option of requesting a postponement of payments while the child for which they are borrowing is attending at least half-time. It is the obligation of the parent to understand the responsibilities and regulations of the PLUS loan.

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 to apply.

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 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. Finlandia must be the first school listed on the FAFSA in order for the state to consider the student for this award.

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. Awards are based on financial need and ACT scores. To qualify for the MCS, a FAFSA application must be filed. Finlandia must be the first school listed on the FAFSA in order for the state to consider the student for this award.

MICHIGAN TUITION INCENTIVE PROGRAM (TIP)

The State of Michigan Tuition Incentive Program (TIP) encourages eligible students to complete high school by providing college tuition assistance. To meet the TIP 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, which 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 about State of Michigan financial aid opportunities, visit www.mi.gov.

FINLANDIA UNIVERSITY SCHOLARSHIPS AND GRANTS —

Finlandia University offers a variety of institutional scholarships and grants. All university financial aid opportunities require that students submit a completed FAFSA (except international students). Institutional financial aid awards are confirmed only after the Office of Admissions receives the student's tuition deposit and other required documents, such as final high school transcripts. The decisions to award institutional aid are the responsibility of the Office 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 scholarship and grant 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 choose to 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 about institutional financial aid, 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 available sources of financial assistance, 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 need is determined, including 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.
- 7. The portion of the financial aid award that must be repaid and the portion that is grant or scholarship aid.
- 8. 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.

- 9. The student has the right to request reconsideration of an award if the student believes it was made in an unfair manner.

STUDENT RESPONSIBILITIES

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

- 1. Complete the Free Application for Federal Student 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
DIRECTOR 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 (UNS 100). In the orientation program, students 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. Orientation programs are offered 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.

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. Official high school and

college transcripts must be provided for the student’s DSS file. Once enrolled, DSS participants are required to renew and sign a DSS learning contract each semester and maintain regular contact with DSS staff. Specific student accommodations must be renewed each semester.

Through advising and careful planning with DSS staff, each student formulates semester schedules and a degree completion plan to attain a reasonable, well-balanced, sequential credit load.

The DSS program director oversees all facets of DSS services and staff, provides academic advising to DSS participants, assists students in arranging reasonable accommodations and completing the required paperwork, provides assistive technology when available, and helps arrange reasonable exam accommodations. DSS staff members monitor and assist students with their individual courses and, through weekly meetings, help the DSS student with scheduling and planning, study strategies, instructional technology, tutoring, and other academic and non-academic support.

TEACHING AND LEARNING CENTER (TLC)

The Teaching and Learning Center offers all Finlandia students free tutoring and help in all General Education courses and selected upper level courses. TLC services include 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, master’s, and/or doctoral degrees in their fields, and have professional teaching and/or tutoring experience. Through the TLC, Finlandia University faculty members provide students with study aids such as classroom reserve material, review sheets, and past exams. The TLC, located in Nikander 10, is open Monday through Friday, 8:00 a.m. to 4:30 p.m., with regular evening hours during the fall and spring semesters.

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 tests, and ICE tests. Specific testing hours are posted each semester, and all tests must be scheduled in advance. See the Academics section in this publication for more information.

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 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 need academic support. All services are free and confidential. TRiO/SSS, located in Nikander 11, is open weekdays 8:00 a.m. to 4:30 p.m. Contact the TRiO/SSS Director at (906) 487-7346.

The TRiO/SSS Personal Counselor assists eligible 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 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.

STUDENT OPPORTUNITIES

On- and off-campus student activities present students with multiple opportunities to exercise social skills in conjunction with educational programs, campus ministry, volunteer opportunities, leadership experiences, and entertainment. Most on-campus activities are free and open to Finlandia students, faculty, and staff. Finlandia offers ample opportunities for students to become involved through the Student Senate and various social and academic clubs and organizations. Students are informed of campus events and activities via e-mail, the Finlandia University website, and campus-wide message boards.

CAMPUS ENRICHMENT

Throughout the academic year, the Campus Enrichment calendar includes events such as concerts and lecture series, performing artists, visual arts presentations, dances, and movies.

CAMPUS MINISTRY AND SPIRITUAL LIFE

Finlandia University belongs to a family of 26 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, which reflects the university's commitment to encourage spiritual growth among students, faculty, and staff. Finlandia's spiritual life, shaped by Lutheran commitments, embraces and celebrates the diversity of all religious traditions and expressions present on campus.

Finlandia encourages all students to worship regularly. The Hancock-Houghton community provides opportunities for worship in all major denominations. Finlandia community worship and other activities take place in the upper level of the Chapel of St. Matthew. The lower level of the Chapel houses the Campus Ministry Center, a quiet place for students to study with wireless Internet access.

The student-led Finlandia Campus Ministry Team (CMT) provides ongoing opportunities for reflection and action in the areas of service, peace and justice, care for God's creation, and outreach. The CMT coordinates activities that encourage growth in faith toward God and love toward neighbor. Weekly activities such as community worship, small-group Bible study, and prayer ministries are open to all students.

The University Chaplain works closely with the Finlandia Campus Ministry Team, oversees all activities scheduled at the Chapel of St. Matthew, offers counseling services to the university community, and maintains relationships with area churches and other faith-based organizations. Contact the University Chaplain at (906) 487-7239.

HOMECOMING

Each academic year, the Finlandia Student Senate and Student Alumni Association organize a Homecoming celebration coordinated with the winter varsity athletics schedule. Students, faculty, and staff are encouraged to enjoy this spirited event. Annual Homecoming activities include "Winter Games," a dance, the selection and crowning of a Homecoming queen and king, and a "tailgate party" prior to a home hockey game.

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 and women'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) as an associate member. 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.

MUSIC PROGRAM

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

SERVANT LEADERSHIP PROGRAM

The Servant Leadership program, a significant part of spiritual 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. 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.

Servant Leadership courses encourage students to explore their spiritual development, expand their worldview, and boost self-awareness and leadership abilities to support them in their desire to serve God and others and become agents for change. Three Servant Leadership courses support students in the development of a servant-leader identity and can fulfill 3 to 9 credit hours of electives: REL 230, Servant Leadership; REL/SOC 236, Service and Learning in Tanzania; and REL/SOC 237, Servant Leadership for the Local Community. Contact the Servant Leadership Director at (906) 487-7558.

STUDENT DEVELOPMENT

STUDENT NEWSPAPER

The Roar, a monthly on-line student newspaper, gives interested students an opportunity to develop skills relevant to today's changing media landscape. The newspaper is managed and produced by a student staff comprising an editor, a visual editor, and a business manager. Finlandia University Journalism courses allow students to earn academic credit for producing the student newspaper, and all students may submit work to the student newspaper *The Roar* is produced under the direction of the Suomi College of Arts & Sciences and the Office of Student Affairs. Each spring semester, students are invited apply for several *Roar* scholarship positions.

STUDENT SENATE

The Finlandia University Student Senate plays a vital role in the development of the campus community by: 1) Responding to requests and concerns submitted by the student body, faculty, and staff; 2) Organizing and promoting academic, spiritual, social, cultural, and recreational activities; and 3) Fostering high standards of Christian character and conduct throughout the university community. Each spring semester elections and interviews are conducted to select students for student leadership positions.

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 to address specific student concerns. All students are welcome and encouraged to participate in Student Senate activities.

THEATER PROGRAM

The Finlandia University theater program, open to both novice and advanced students, offers opportunities 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. Finlandia University Drama (DRM) courses allow students to earn academic credit while participating in university theater productions.

STUDENT SERVICES

CAMPUS SAFETY AND SECURITY

The Department of Campus Safety and Security (DCSS) cooperates with other campus departments to maintain a safe and secure living and learning environment. The DCSS acts as the liaison between the university and local law enforcement and emergency response agencies. The Hancock City Police provide routine campus patrol and investigation services. Campus Safety and Security officers receive basic training in criminal justice, personal property protection, and crime prevention. 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; and
5. 24-hour DCSS presence on campus.

An Annual Campus Crime Report is available at the Campus Safety and Security office in Finlandia Hall. Contact DCSS at (906) 487-4307.

NUMBER OF OCCURRENCES OF SELECTED ON-CAMPUS CRIMES

TYPE	2008	2009	2010
Homicide	0	0	0
Manslaughter	0	0	0
Sex Offense Residence Hall			
*Forcible	0	0	0
*Non Forcible	0	0	0
Aggravated Assault	1	0	0
Robbery (Building)	0	0	0
Burglary (Attempted)	1	4	4
Arson (Attempted)	0	0	0
Motor Vehicle Theft	0	0	0
Hate Crimes	0	0	0

NUMBER OF SELECTED ARRESTS/ CAMPUS DISCIPLINE FOR SELECTED VIOLATIONS

TYPE	2008	2009	2010
Alcohol Arrests	0	0	0
Drug Arrests	0	0	0
Weapons Arrests	0	0	0
Alcohol Fines/Probation	12	6	8
Drug Fines/Probation	1	2	1
Weapons Forfeiture	1	1	0

NUMBER OF ALL OTHER ON-CAMPUS CRIMES

CRIME	LOCATION	2008	2009	2010
Larceny	Res. Hall Room	11	7	6
Larceny	Building	1	0	2
Larceny	Vehicle	0	1	1
Larceny	Locker Room	2	1	1
MDOP*	Vehicle	0	2	1
MDOP*	Building	1	2	1
Assault/Battery	Residence Hall	1	0	0
Stalking (non student)	Building	1	0	0
Trespassing (non student)	Grounds	0	0	0

*Malicious Destruction of Property

FINLANDIA FITNESS CENTER

The Finlandia Fitness Center, in the Paavo Nurmi Center, is equipped with cardiovascular training machines including stair climbers, exercise bikes, treadmills, weight training 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. Low-cost fitness center memberships are available to the public.

FINLANDIA SWIMMING POOL

The Finlandia swimming pool is 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. Swimming lessons, Aqua-Fit, and SCUBA classes are offered occasionally. The swimming pool is open to the public at a nominal fee.

FOOD SERVICE

A full-service cafeteria is located in Finlandia Hall. Three meals per day are served Monday through Friday, and two meals per day are served on Saturdays and Sundays throughout the regular academic year, except during 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 available. Reduced-rate commuter lunch passes can be purchased at the Office of Student Accounts.

HEALTH SERVICES

There are numerous non-emergency medical clinics and walk-in health care providers available in the local community and the region. The two closest hospitals are Portage Health, Hancock, and Aspirus Keweenaw, Laurium. Both have 24-hour emergency services, as well as additional clinics in Hancock, Houghton, and the surrounding area, including walk-in care for non-emergency services.

Full-time students (excluding international students) are automatically enrolled in the university's Accident and Sickness Plan. The plan provides benefits that are payable for covered expenses. The plan is not a health insurance policy, but supplements any other health care coverage in which a student may be enrolled. All claims are subject to program guidelines. Plan brochures and claim forms are available at www.eiia.org/finlandia.

RESIDENCE LIFE

To provide students with a holistic education and the opportunity to develop social and academic skills outside of the classroom, Finlandia University has a two-year residency requirement. All first- and second-year students are required 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; and are 21 years of age or older on or before the last official day of the semester they are registered for; or
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, excluding ROTC.

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

STUDENT HANDBOOK

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 unacceptable student conduct, are specified in the Finlandia University Student Handbook. All students are expected to acquaint themselves with the information in the handbook and the community standards established therein. For a copy of the Student Handbook, contact the Office of Student Affairs at (906) 487-7276.

EDUCATIONAL OUTREACH**FINNISH EXCHANGE PROGRAM**

The Finlandia University Finnish Exchange program offers 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, (906) 487-7208, for additional information and assistance applying to a particular exchange program. Students are selected based on academic standing and interest and involvement in Finnish studies and culture. Students are expected to pay travel, personal expenses, textbooks, fees, room, and board while in Finland, although they are considered to be enrolled at Finlandia University and are thus eligible for institutional and Title IV funds to assist in covering the cost of tuition. Coursework completed in Finland is accepted at Finlandia 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, in accordance with provisions of a collaborative agreement. Scholarships are available to qualified baccalaureate degree-seeking Finlandia University students who participate in ROTC courses. For information, contact the Finlandia University Office of Financial Aid at (906) 487-7240.

ENTREPRENEURIAL AND SMALL BUSINESS TRAINING

Small business training sessions and workshops are frequently hosted by the Finlandia University Jutila Center for Global Design and Business. Topics may include

starting a business, using QuickBooks, intellectual property, venture capital, OSHA safety, target marketing, industry analysis, supplier identification, risk prevention, sales channels, inventory management, and customer service. For information, call (906) 487-7344 or visit www.finlandia.edu/jutila. Finlandia also collaborates with various local and regional organizations to offer public small business training and workshops, including the M-TEC SmartZone (www.mtecsz.com).

The following also offer on-campus business training: M-TEC Education Center: (www.mcc.edu), Keweenaw Economic Development Alliance (KEDA): (www.kedabiz.com) Western Upper Peninsula Michigan Works!: (www.westupmwa.org).

TRiO UPWARD BOUND

The TRiO Upward Bound program hosted by Finlandia University serves up to 75 high school students from Baraga, Houghton, and Keweenaw counties. The program promotes the skills and motivation necessary for success in college. To be eligible, students must come from modest income backgrounds and/or from families where neither parent possesses a bachelor's degree; two-thirds of participants must meet both requirements. Students' eligibility to enter the program begins immediately after completion of the 8th grade, and ends following completion of the 10th grade. Participants remain in the program through high school graduation. All Upward Bound services are without cost to program participants. Services include academic guidance and counseling, tutoring, college

EDUCATIONAL OUTREACH

visits, cultural field trips and experiences, college and financial aid application assistance, ACT and college application fee waivers, a six-week summer residential program, core curriculum instruction, and social activities. TRiO Upward Bound is fully funded by the U.S. Department of Education. For information, call (906) 487-7343 or visit www.finlandia.edu/upwardbound.

EDUCATIONAL TALENT SEARCH (ETS)

Educational Talent Search is funded by the U.S. Department of Education and administered by Finlandia University. The program reaches six Upper Peninsula

counties: Houghton, 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 information, call (906) 487-7390.

ACADEMICS

UNIVERSITY REGISTRAR(906) 487-7272

ACADEMIC STANDARDS AND POLICIES

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

Finlandia University course offerings, degree requirements, and academic policies are under continual examination and revision. This catalog is not a contract; its purpose is to present the university offerings, requirements, and policies in effect at the time of publication. In no way does this academic catalog guarantee that the offerings, requirements, and policies herein will not change. Questions about academic policies should be addressed to the Office of the University Registrar.

COMPLETION AND GRADUATION RATES

The retention rate for full-time, first-time freshmen students who began at Finlandia in fall 2009 and returned in fall 2010 was 63.1%. The graduation rate for full-time, first-time students who began their degree programs in 2006 was 41%.

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 university-related 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(s) and major(s), awards, honors (includes dean's and honors lists), degree(s) conferred (including date). |
| 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 the withholding of any category of directory information indicates individual approval for disclosure. Students have the right to file a complaint with the Department of Education for alleged institutional failure to comply with FERPA requirements.

If a student would like other information, such as transcripts or instructor evaluations, released to a third party from their personal file, the student must submit written permission to the University Registrar. Forms are available from the University Registrar.

TRANSFERRING COURSES FROM OTHER INSTITUTIONS

Finlandia University accepts academic credits from regionally accredited colleges and universities that fulfill the requirements of the student's declared program at Finlandia (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 (grades of "C-" and below will not transfer). Grades and GPA do not transfer.
3. "P" (Pass) 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 4-1-1 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 accepted by Finlandia; however, academic deans or department chairs may limit the number of transfer credits or courses applied to degree program requirements within 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 entering Finlandia with an earned bachelor's degree are expected to meet Finlandia General Education and degree program requirements.
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 university's 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 credits applied to the university transcript. Credits are awarded only after the student is officially enrolled at the university. Credits earned from these sources is not counted toward residency requirements, and are awarded only in areas applicable to the Finlandia University curricula.

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 at a MACRAO institution with the following course work, the Finlandia transcript will indicate "MACRAO Articulated." Requirements follow.

- 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 fully meet the MACRAO Agreement. Students who plan to pursue a baccalaureate degree elsewhere should see their advisor or the University Registrar for more information.

ADVANCED PLACEMENT

Academic credits toward degree requirements will be awarded to students who receive a grade of three (3) or higher on the following 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	3
English Literature with Comp.	ENG 104	3
European History	HIS 205	3
French Language	FRN 199	4
Macroeconomics	ECN 232	3
Microeconomics	ECN 231	3
Psychology	PSY 101	3
Spanish Language	SPN 151	4

ONTARIO ACADEMIC CREDITS (OAC)

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

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

University credits may be earned through the College Level Examination Program. Finlandia students can register at the Finlandia Testing Center or at another CLEP testing center. There are fees associated with the CLEP exam; please check with the Finlandia Testing Center for the current cost. CLEP policy requires a waiting period of six (6) months before a student may retake a CLEP test. The minimum CLEP scores accepted by Finlandia University follow.

CLEP EXAM	MINIMUM SCORE	FINLANDIA EQUIVALENCY	CREDITS
College Composition	50	ENG 103	3
Humanities	50	HUM 101	3
Financial Accounting	50	BUS 201	3
American Government	50	PLS 221	3
American Literature	50	ENG 233	3
Biology	50	BIO 111, 113	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
College Comp. Modular.	50	ENG 103	3
German Level I/II	50/63	GRM 199	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 101	3
Sociology	50	SOC 101	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 Finlandia degree requirements 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. Prior to the scheduled exam date, a fee for each exam must be paid in full 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 an Institutional Challenge Exam if the course is currently being taken or has already been taken at Finlandia University.
4. The credits earned do not count toward residency requirements.
5. Students may not take an ICE exam for a course that is available through the CLEP program.
6. Students may only attempt one ICE exam for each course.

CURRENTLY OFFERED FINLANDIA ICE EXAMS

<u>COURSE CODE</u>	<u>COURSE DESCRIPTION</u>
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 student's 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 additional tuition for any credits over 18. The normal full-time course load for the summer semester is 12 credits, with additional tuition for any credits over 12. All credits

are counted toward the additional tuition. Fewer than 12 credits attempted in any semester is considered a part-time course load. More than 18 credits attempted in the fall and spring semesters, and more than 12 credits in the summer semester, is considered a course overload. Only students with a cumulative GPA of 3.00 or better may register for an overload, with a maximum of 21 credits in the fall and spring semesters, and a maximum of 15 credits in the summer semester. The University Registrar must approve all course overloads.

ADVISING AND SELECTION OF COURSES

The initial semester schedule for incoming students is determined by academic placement, course selection, academic program progress sheets, and class availability. Following check-in day, students must meet with their assigned academic advisor to review program requirements and career goals. The name of the student's academic advisor appears in the upper right-hand corner of the semester schedule or is available online.

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

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

Students should meet with their advisors on a regular basis. The advisor's signature is required on all drop, add, and change of advisor/curriculum cards.

THE PROGRESS SHEET

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 to reflect 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: If it is necessary for graduation or if a special need is demonstrated, students with a GPA of 2.0 or better may take a course listed in the catalog in a semester in which it is not scheduled. The independent study instructor prepares the course syllabus, offers assistance, reviews

student 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. For each independent study request, the student must submit to the University Registrar an independent study form and 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. Course credit is established by the faculty member and may range from one (1) to five (5) credits. For each directed study request, the student must submit to the University Registrar's office a directed study form, a letter explaining the need for a specialized course of study, and an individualized syllabus, prepared by the faculty member, that includes course title, objectives, general description, methods, and evaluation method.

Independent study and directed study permission forms are available from the University Registrar's office. All 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 are a required component of many Finlandia academic degree programs. They complement classroom study with planned, supervised off-campus learning experiences at community and government agencies, local schools, health care providers, and businesses of many kinds. Prerequisites include a 2.00 GPA or higher, 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

Finlandia 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). Online courses are offered via the Pearson eCollege platform, which provides 24/7 technical support.

CLASS ATTENDANCE

The university expects every student to attend all class sessions of scheduled courses and complete all assignments. The class attendance policies follow.

1. Each student is expected to attend all class periods. Students who anticipate missing a class session (whether excused or unexcused) must inform their instructor(s) 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 urgent personal matters. Types of absences not listed above are considered unexcused.
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 weeks of class (six (6) class hours for a three-credit course; 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 purpose of the drop/add period is to rearrange class schedules. The drop/add period ends six (6) class days after classes begin in the fall and spring semesters, and four (4) class days after classes begin in the Summer semester. Courses may not be added after the end of the drop/add period. Courses dropped during the drop/add period do not appear on the student's transcript or grade report. All course schedule changes must be approved by the student's academic advisor. To be accepted, approved fall and spring semester drop/add cards must be received in the University Registrar's office by 4:30 p.m. on the final day of the drop/add period; approved summer semester drop/add forms are accepted until noon on the final day of the drop/add period. At the end of each semester's drop/add period, student accounts will be charged in accordance with the final class schedule.

WITHDRAWING FROM COURSES

Students may withdraw from a course(s) by submitting to the University Registrar's office a drop/add/withdrawal card signed by the student's advisor, the student, and the instructor. Drop/add cards without all required signatures are not processed. Course withdrawals submitted after the end of the drop/add period are not included when computing semester and overall GPA. Students may withdraw from fall and spring semester classes without a grade until 4:30 p.m. on the Thursday of the tenth (10th) week of classes, and until 12:00 noon on Friday of the sixth (6th) week of classes in the summer semester.

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 receive an "F" grade on the test, paper, report or other assignment and/or may be involuntarily dropped from the affected class. 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. Total credits include transfer, AP, CLEP, ICE, IBO, experiential learning, and credits earned at Finlandia University.

<u>CREDITS EARNED</u>	<u>CLASS STANDING</u>
0-29	Freshman
30-59	Sophomore
60-89	Junior
90+	Senior

COMPLETE WITHDRAWAL FROM THE UNIVERSITY

Students who wish to completely withdraw from the university must obtain a withdrawal form from the Office of Admissions. Students must personally present the withdrawal form to, and obtain the signatures of, the associate director of admissions, 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.

ACADEMICS

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. The withdrawal period ends at 4:30 p.m. on Thursday of the tenth (10th) week of classes in the fall and spring semesters, and at 12:00 noon on Friday of the sixth (6th) week of classes in the summer semester.

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 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 or major 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 minimum grade of “B-”. Methodology courses may be repeated only 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 student may be dismissed from both the program and any professional education courses in which the student may be enrolled.

ELEMENTARY EDUCATION PROGRAM READMISSION

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 state and departmental policies in effect 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 for acceptability; and
4. The student’s cumulative professional education and minor/major GPA will be reviewed for acceptability.

Any Elementary Education student who has discontinued enrollment at Finlandia for one (1) or more semesters, for any reason, must apply by letter to the Office of Admissions requesting permission for readmittance to the university. If, in the interim, the student attended another university or college, an official transcript from that institution must be mailed to Finlandia Admissions.

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. Students enrolled in the Health Sciences programs are held to standards of conduct that differ from and may exceed those expected of other Finlandia University students. It is the responsibility of each Health Sciences student to read and understand the Finlandia University academic catalog and the student

handbook for the program in which the student is enrolled. Students are expected to consult with departmental personnel if specific problems or questions arise.

GRADING PROCEDURES AND POLICES

GRADING SCALE

Student grades are reported to the University Registrar at mid-semester and at the end of each semester. Students may view grades online. Grades are reported and recorded according to the following scale:

LETTER GRADE	GRADE POINTS
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

LETTER GRADE DEFINITION

I-Incomplete. An incomplete (I) grade is a temporary grade given only in the case of extreme circumstances beyond the student’s control that prevent the student from completing all required work. An incomplete grade may only be given if a student is passing the course. The instructor must submit an incomplete contract, signed by both the student and the instructor, on or before the date 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 incomplete contract. An incomplete must be completed within the first four weeks of the semester following the one in which the incomplete was incurred. If the work is not completed by that time, the grade for the course becomes an F. Incomplete grades issued to prospective spring or summer graduates at the end of the fall semester must be completed and the grade submitted before April 1 if the student wishes to participate in the spring graduation ceremony.

IP-Incomplete in progress (IP). An IP grade may be given for theses, capstones, practicums, internships, and independent/directed studies in which the required coursework extends beyond the normal semester. The instructor must submit an incomplete in progress contract, signed by both the student and the instructor, on or before the date 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 incomplete contract. The IP grade must be completed within six calendar months from the end of the semester in which the IP was incurred. IP grades not resolved by that time will be changed to an F. IP grades issued to prospective spring or summer graduates at the end of the fall semester must be completed and the grade submitted before April 1 if the student wishes to participate in the spring graduation ceremony.

P-Passed. The student has successfully completed the course with the equivalent of a “C” or better.

R-Repeated. The previous completion of the same course does not affect semester or overall GPA and does not count as credits earned.

W-Withdrawal. A “W” indicates a class from which the student has successfully withdrawn according to the guidelines set forth in this publication. A “W” does not affect semester or overall GPA and does not count as credit(s) earned.

AU- Audit. No grade or credit is given for the course.

CR-Transfer credit. Please see explanation of transfer credit 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. If the issue is not resolved with the faculty member, the student may appeal to the dean of the college or school in which the course is offered.

GRADE POINT AVERAGE (GPA)

To calculate the semester GPA, divide the total semester grade points earned by the total 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 college GPA, divide the total grade points completed in all semesters at Finlandia University by the total credits completed in all semesters at Finlandia University. 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 requirements.

SEMESTER ACADEMIC HONORS

Students who complete 12 or more credits, and 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.

During each spring semester, Finlandia faculty members select students for the special honor of membership in the Sampo Society, which recognizes the value of lifetime learning, and for the Sisu Award, which recognizes 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

Academic standing is calculated at the end of each semester. Students must maintain satisfactory academic standing to remain enrolled at Finlandia University. For students enrolled in degree-granting programs, criteria for satisfactory (good) academic standing are as follows:

<u>CREDITS EARNED</u>	<u>CUMULATIVE GPA</u>
0-23	1.60
24-47	1.75
48+	2.00

All students must attain a cumulative GPA of 2.00 to graduate from a degree-granting program.

ACADEMIC WARNING. Students who fail to maintain the required academic standing (see chart above) are placed on academic warning. In the following semester of attendance, students may register for no more than 14 credits and must meet the guidelines outlined in a learning contract set up with the Office of Academic Support.

ACADEMIC PROBATION. At the end of a semester on academic warning, students who fail to raise their cumulative GPA to a satisfactory level (see chart above) are placed on academic probation. During the following semester of attendance, students may register for no more than 14 credits and must meet the guidelines outlined in a learning contract set up with the Office of Academic Support.

ACADEMIC SUSPENSION. At the end of a semester on academic probation, students who fail to raise their cumulative GPA to a satisfactory level (see chart above) are suspended from the university and are not eligible to take classes during the next fall/spring/summer semester. Students who fail all courses automatically receive academic suspension.

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 with the University Registrar. Students should not expect automatic readmission after serving a period of suspension. The University Registrar, in consultation with the offices of Academic Support, Financial Aid, Student Accounts, and the student’s academic advisor (if available) will review the academic appeals and accept or deny the requests.

Students who are readmitted to Finlandia University after serving a period of suspension and fail to raise their GPA to a satisfactory level in the first semester following academic suspension (see chart above), will be academically dismissed and ineligible to return to Finlandia University until they earn a grade of “C” or better in at least 12 credits of college level courses at another college or university.

ATHLETICS ELIGIBILITY REQUIREMENTS

To be eligible to participate in varsity athletics at Finlandia University, a student-athlete must meet eligibility requirements set forth by athletic conference and national governing bodies, and Finlandia University. For further information, contact the Athletics Department. Students who participate in intercollegiate athletics must meet the following eligibility requirements.

1. Student-athletes must be in good academic standing 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 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 any time 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 in eight of the first ten (10) full-time semesters of enrollment at any college or university.
6. Transfer student-athletes must be in academic good standing to be immediately eligible for athletic participation at Finlandia University.

Further, students who have previously 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 in 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
- 8. In Men's Soccer, the WIAC requires a student-athlete to maintain a minimum 2.0 GPA.

ACADEMIC AMNESTY

Former Finlandia University students who wish to return to the university 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. The historical courses and grades remain on the transcript but are not counted toward graduation or calculated in the GPA.

COURSE REPEAT POLICY

Students wishing to repeat a Finlandia University course to replace a lower grade must satisfy each of the following guidelines:

- 1. Courses taken at Finlandia University must be repeated at Finlandia University.
- 2. The highest grade earned in the course 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 removed from computation of the cumulative GPA does not count toward credits earned, but remains on the transcript as a course attempted.
- 5. The course repeat policy includes any course taken at any time at Finlandia University. The policy applies only when the exact course is repeated.
- 6. The activation of the repeat policy for a course taken in a prior semester does not affect the student's academic standing for the previous 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 reason for a course substitution in the same discipline must submit a formal course 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 and approved substitution requests are to be filed with the University Registrar prior to applying for graduation.

GRADUATION

APPLICATION FOR GRADUATION

All students must apply for graduation to begin 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 the 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 are registered to 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 are registered to take 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:

GPA	ACADEMIC HONOR
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 will determine the academic honor that is included on the student's transcript.

TRANSCRIPT REQUESTS

Students who wish to have an official transcript of their Finlandia University academic record sent to a third party may complete a transcript request form, which is available at the University Registrar's office and at www.finlandia.edu/transcript. All transcript requests 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 any previous names), 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 processed 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 \$17.40, or USPS priority mail service, currently at the base rate of \$4.80. Those who wish 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:

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

MAJOR: LIBERAL STUDIES: ENGLISH

MAJOR: LIBERAL STUDIES: COMMUNICATION

CONCENTRATIONS:

Environmental Communication
Journalism
Marketing & Communication
Visual Communication

MAJOR: LIBERAL STUDIES:

PRE-PROFESSIONAL SCIENCE

MAJOR: LIBERAL STUDIES: PSYCHOLOGY

CONCENTRATIONS:

Alcohol & Drug Abuse
General Psychology

MAJOR: LIBERAL STUDIES: SOCIAL SCIENCES

CONCENTRATIONS:

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

MAJOR: LIBERAL STUDIES: SOCIOLOGY

MAJOR: LIBERAL STUDIES: CRIMINAL JUSTICE

CONCENTRATIONS:

Corrections
General Criminal Justice
Law Enforcement

MAJOR: LIBERAL STUDIES IN ACE, an interdisciplinary honors program in Arts, Culture & the Environment

DEGREE: BACHELOR OF ARTS (B.A.)

MAJOR: ELEMENTARY EDUCATION

MINORS:

Mathematics
Science

MINORS AVAILABLE FOR ALL B.A. DEGREES

(except Elementary Education)

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

DEGREE: ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

MAJOR: HUMAN SERVICES

MAJOR: CRIMINAL JUSTICE

CONCENTRATIONS:

Corrections
General Criminal Justice
Law Enforcement

DEGREE: ASSOCIATE IN GENERAL STUDIES (A.G.S.)

MAJOR: 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 (A.A.S.)

MAJOR: PHYSICAL THERAPIST ASSISTANT

MAJOR: MEDICAL ASSISTANT

MAJOR: RADIOGRAPHY

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
Integrated Design — Product/
Interior/Sustainable
Studio Arts — Illustration/
Drawing and Painting

INTERNATIONAL SCHOOL OF BUSINESS

DEGREE: BACHELOR OF BUSINESS

ADMINISTRATION (B.B.A.)

MAJOR: BUSINESS ADMINISTRATION

CONCENTRATIONS:

Accounting
Arts Management
Criminal Justice
International Business
Management & Entrepreneurship
Marketing
Sports Management

DEGREE: SECOND DEGREE B.B.A.

DEGREE: 2+2 B.B.A. IN APPLIED MANAGEMENT

DEGREE REQUIREMENTS

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 MUS (Music) and DRM (Theater) 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; and
5. Complete all requirements for an approved Finlandia University academic program.

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 MUS (Music) and DRM (Theater) 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; and
4. Complete all requirements for an approved Finlandia University academic program.

To be granted a degree from Finlandia University, students must earn the total number of credits required by their chosen degree program.

DUAL DEGREES

To be granted a second bachelor's degree in a different program from Finlandia University, 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

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 through the University Registrar's office. To track progress in fulfilling degree program requirements, students may obtain academic progress sheets from the University Registrar 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

COURSE CODE	SUBJECT AREA
ANT	Anthropology
ARD	Art & Design
BIO	Biology

BUS	Business Administration
CHM	Chemistry
CIS	Computer Information Systems
COM	Communication
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
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
UNS	University Studies

COURSE LEVELS AND DESCRIPTIONS

LEVELS	DESCRIPTIONS
000	Undesignated transfer electives that count toward degree requirements
001-099	For-credit courses that do not count toward degree requirements and 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

Note: Students may not receive academic credit for a course that is a prerequisite for a course that the student has already successfully completed.

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.

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 foundation that reflects its mission statement, identity, and commitment to the Finlandia Plan. The General Education program anticipates that college-educated individuals possess 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 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 and purpose in the world's social and natural environments.

PROGRAM OBJECTIVES

The Finlandia Plan identifies five outcomes that should be demonstrated by every student graduating from Finlandia: 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

PURPOSE

Finlandia's General Education program has two components: Finlandia Foundations and Finlandia Core. Finlandia Foundation courses 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 progress to upper division college courses).

Finlandia Foundations 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. To complete each component, bachelor-level students select two courses from each component, while associate-level students choose one course. Courses that 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).

GENERAL EDUCATION COMPLETION REQUIREMENTS

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

BACCALAUREATE-LEVEL GENERAL EDUCATION REQUIREMENTS

BACHELOR OF ARTS (BA)/BUSINESS ADMINISTRATION (BBA)/FINE ART (BFA)

FINLANDIA FOUNDATIONS	(CREDITS)
ENG 103	(3)
ENG 104	(3)
COM 108	(2)
MAT 140 or higher*	(4)
Science with Lab*	(4)
Computer Applications*	(3)
Religion or Finnish Studies	(3)
Total Foundation Credits: 22	

FINLANDIA CORE	(CREDITS)
Citizenship	(6)
Critical and Creative Thinking	(6)
Cultural Heritage and Literacy	(6)
Total Core Credits: 18	

TOTAL GENERAL EDUCATION CREDITS: 40

*As determined by individual degree programs. Please see the appropriate Progress Sheet for specific requirements.

GENERAL EDUCATION

BACHELOR OF SCIENCE (BSN-COLLEGE OF HEALTH SCIENCES)

FINLANDIA FOUNDATIONS	(CREDITS)
ENG 103	(3)
ENG 104	(3)
MAT 140 or higher*	(4)
Science with Lab*	(4)
Computer Applications*	(3)
Religion or Finnish Studies	(3)
Total Foundation Credits: 20	

FINLANDIA CORE

Citizenship	(6-SOC 101 or above required)
Critical and Creative Thinking	(6-PSY 101 or above required)
Cultural Heritage and Literacy	(6)
Total Core Credits: 18	
TOTAL GENERAL EDUCATION CREDITS: 38	

*As determined by individual degree programs. Please see the appropriate Progress Sheet for specific requirements.

ASSOCIATE-LEVEL GENERAL EDUCATION REQUIREMENTS

ASSOCIATE IN APPLIED SCIENCE (AAS)

FINLANDIA FOUNDATIONS	(CREDITS)
ENG 103	(3)
ENG 104	(3)
COM 108	(2)
MAT 140 or higher*	(4)
Science with Lab*	(4)
Religion or Finnish Studies	(3)
Total Foundation Credits: 19	

FINLANDIA CORE

	(CREDITS)
Citizenship	(3)
Critical and Creative Thinking	(3)
Cultural Heritage and Literacy	(3)
Total Core Credits: (9)	
TOTAL GENERAL EDUCATION CREDITS: 28	

*As determined by individual degree programs. Please see the appropriate Progress Sheet for specific requirements.

ASSOCIATE IN APPLIED SCIENCE (AAS-COLLEGE OF HEALTH SCIENCES)

FINLANDIA FOUNDATIONS	(CREDITS)
ENG 103	(3)
ENG 104	(3)
MAT 140 or higher*	(4)
Science with Lab*	(4)
Computer Applications*	(3)
Religion or Finnish Studies	(3)
Total Foundation Credits: 20	

FINLANDIA CORE

(CREDITS)

Critical and Creative Thinking	(3-PSY 101 required)
Cultural Heritage and Literacy	(3-PHL 212 required)
Total Core Credits: 6	

TOTAL GENERAL EDUCATION CREDITS: 26

*As determined by individual degree programs. Please see the appropriate Progress Sheet for specific requirements.

FINLANDIA CORE COURSES

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

CRITICAL AND CREATIVE THINKING CORE COURSES

- 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 and Off-Loom Structures
ARD 211	Noetic Skills (2 credits)
ARD 224	Ceramic Design II
BUS 141	Business Communication
BUS 271	Principles of Management
BUS 332	Business Finance
BUS 345	Principles of Marketing
BUS 346	Advertising
COM 282	Web Design I
COM 288	Rhetoric and Persuasion
COM 375	Research in Communication
COM 382	Web Design II
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 131	Piano (only 1 credit may be used toward CCT)
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 101	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 330	Social Stratification
SOC 350	Topics in Sociology
SOC 372	Social Theory

CITIZENSHIP CORE COURSES

- 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 361	Business Law
BUS 388	International Business
COM 101	Introduction to Communication
COM 108	Fundamentals of Public Speaking (2 credits)
COM 322	Communication, Culture and Community
COM 350	Topics in Communication
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
ECN 332	Sports Economics
EDU 101	Foundations of Education
ENV 213	Outdoor Recreation and Leadership (2 credits)
GEO 201	Place, Space, and Global Transformation
GEO 202	Nature, Culture, and Local Change
HIS 211	History of the United States to 1877
HIS 212	History of the United States since 1877
HIS 315	Michigan History
HMS 270	Substance Abuse
HSC 200	Nutrition and Health
JRN 201	News Reporting and Writing
JRN 205	News Editing
PHL 101	Introduction to Philosophy
PHL 212	Ethics: Classical Theories and Contemporary Issues
PLS 221	American Government
PLS 364	International Relations
REL 230	Servant Leadership
REL 236	Service-Learning in Tanzania
REL 237	Servant Leadership for the Local Community
PSY 343	Growth and Development of Child/Adolescent
PSY 344	Psychology of Adulthood and Aging

SOC 101	General Sociology
SOC 205	Juvenile Delinquency
SOC 250	Topics in Sociology
SOC 254	Social Problems
ROTC-Air Force/Army (up to 3 credits)	

CULTURAL HERITAGE AND LITERACY CORE COURSES

- 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

ANT 263	Cultural Anthropology
ARD 160	Art Appreciation for Non-Majors
COM 201	Mass Communication and New Media
ENG 233	Survey of American Literature
ENG 243	Survey of English Literature
ENG 263	Survey of European 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 401	Native Voices
ENG 403	Cultures in Conflict
FNS 150	Special Topics in Finnish Studies
FNS 221/321	History and Culture of Finland
FNS 375	Finnish-American Literature
FNS 376	Finnish-American Autobiography
FNS 377	Finnish-American Culture
FNS 475	Finnish-American Social Thought
HIS 103	History of Art I
HIS 203	History of Art II
HIS 205	Global History I
HIS 206	Global History II
HIS 303	History of Art III
HIS 406	Design and Culture
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 credits)
NUR 301	Finlandia Connection
REL 204	World Religions
PSY 380	History and Systems
SOC 263	Human Relations and Diversity
SOC 320	Intercultural Communication
Any Foreign Language Course	

DEAN

Christine O'Neil, Dean, Ph.D.

Wade Tillet, Assistant Dean, Ph.D.

FACULTY

Lauri Anderson, Professor, English, M.A.

Sherry Blust, Professor, Mathematics, M.S.

Judith Budd, Professor, Biology and Environmental Science, Ph.D.

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

Brian Foreman, Instructor, Psychology, M.A.

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

Leslie Johnson, Assistant Professor, Psychology, Ph.D.

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Wade Tillet, Assistant Professor, Elementary Education, Ph.D.

Suzanne Van Dam, Associate Professor, English and ESL, M.A., M.F.A.

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

PURPOSE

The Suomi College of Arts & Sciences (SCAS) offers a bachelor of arts (B.A.) degree in Elementary Education and bachelor of arts (B.A.) Liberal Studies degrees in Communication, Criminal Justice, English, Pre-professional Science, Psychology, Social Sciences, Sociology, and an honors program in Arts, Culture, and Environment (ACE). The college hosts three associate degree programs: an associate degree in General Studies (AGS - 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 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 such as law school, and for careers that demand critical thinking and excellent written and oral communication skills.

LIBERAL STUDIES (B.A.)

The Liberal Studies B.A. program is 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.

COMMUNICATION (B.A.)

The Communication major gives students an informed understanding of how people create meaning. Students learn proficiency in persuasion, critical analysis, and oral, written, and visual literacy, and they become aware of how communication—theoretically and practically—creates individual and collective cultural realities and informs citizenship.

CRIMINAL JUSTICE (B.A.)

Finlandia's four-year Criminal Justice major is an interdisciplinary program of study with courses in criminal justice, psychology, and the social sciences. It emphasizes both theoretical studies and applied knowledge and encourages evaluation of complex societal issues from a diversity of perspectives. Students graduating with a bachelor of arts in criminal justice are prepared for variety of careers, including those related to law enforcement, crime prevention, and corrections.

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

ENGLISH (B.A.)

The English major acquaints students with the important contributions that language and literature make to society. English majors explore literature from many cultures, practice creative writing, and engage in critical examination of film. Selected classes apply English skills to journalism, webpage design, and theatre production. The English major prepares students for careers 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 excellent preparation for graduate school.

PRE-PROFESSIONAL SCIENCE (B.A.)

The Pre-professional Science degree program prepares students for further education in health care-related degree programs, especially those requiring extensive preparation in science. This includes pre-medicine, pre-dental, pre-veterinary medicine, pre-pharmacy, pre-physical therapy, pre-occupational therapy, pre-chiropractic, and pre-optometry. The Pre-professional Science program requirements include the science courses typically required by advanced degree programs; specific requirements among schools and fields of study can vary substantially. During their first semester at Finlandia, Pre-professional Science majors develop an individualized four-year plan and research the particular requirements for the program of study they wish to pursue.

PSYCHOLOGY (B.A.)

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

SOCIAL SCIENCES (B.A.)

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

SOCIOLOGY (B.A.)

The Sociology degree program offers a global perspective on how the social world works. As a discipline, sociology covers many areas, including individual interaction, gender, race, sport, the family, the economy, and social movements. The major teaches analytical and critical thinking skills and a variety of theories and methodologies with which students can analyze and understand today's contemporary social issues and problems. As such, it provides solid training for students considering an array of careers and graduate degrees.

HONORS PROGRAM IN ARTS, CULTURE, AND THE ENVIRONMENT (ACE-B.A.)

The ACE Honors program focuses on three related disciplines: Arts, Culture, and Environment. ACE Honors program students study history, literature, science, religion, and the arts to gain a multi-disciplinary 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. To earn honors credit, ACE students must maintain a minimum GPA of 3.0 and complete honors-level work in at least three major classes approved by the ACE advisor.

HUMAN SERVICES (A.A.S.)

The Human Services associate degree program prepares students to work with people in all stages of human development. Finlandia Human Services majors learn counseling techniques and methods for appropriate intervention. They 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 associate degree program prepares students for careers in law enforcement and corrections by providing 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 for students who wish to complete a two-year college degree without concentrating in a particular area. The program offers flexibility to those 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 language learning through interactions with people on campus and in the local community. The typical ESL program lasts one year. Each semester, ESL students complete three core ESL classes and one regular university course.

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. With approval of the international student advisor, the ESL program of study may be adjusted to meet 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.

A minimum overall GPA of 2.5 is required to receive the ESL program certificate. Finlandia 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.

PROGRAM REQUIREMENTS**HONORS PROGRAM IN ARTS, CULTURE, & ENVIRONMENT (ACE-B.A.)**

The ACE degree is an honors program for students who maintain a minimum cumulative GPA of 3.0 and complete honors requirements in three upper division Finlandia courses.

LIBERAL STUDIES, COMMUNICATION, CRIMINAL JUSTICE, ENGLISH, PRE-PROFESSIONAL SCIENCE, PSYCHOLOGY, SOCIAL SCIENCES, SOCIOLOGY (B.A.)

Each of the SCAS four-year bachelor of arts degree programs requires students to earn a minimum grade of "C-" for each course taken as part of the major.

ELEMENTARY EDUCATION (B.A.)

In the second year of the program, Finlandia Elementary Education students are integrated into an elementary or middle school classroom setting three hours per week during one semester. Classroom experiences continue with one entire day per week the entire junior year, three hours per week in a field experience during the first semester of the senior year, concluding with a 15-week senior year student teaching internship. A background check is required for enrollment in EDU 201. 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 and/or major 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 major or minor courses
9. Successful completion of a background check

BACHELOR OF ARTS - LIBERAL STUDIES - MINORS 2011-2012

<u>CHRISTIAN VOCATION</u>		<u>21 CREDITS</u>	<u>FINE ART</u>	<u>23 CREDITS</u>	
REL 200	Introduction to the Bible	3	ARD 101	Intro. to Visual & Plastic Arts	3
REL 205	Spiritual Formation	3	ARD 127	Digital Imagery	3
REL 230	Servant Leadership	3	ARD 173	Color and Composition	3
REL 303	History of Christianity	3	ARD 211	Noetic Skills	2
REL 381	CV Contemporary Challenges	3	ARD 276	Sculpture	3
REL 420	Biblical Topics in Vocation	3	ARD 403	Contemporary Criticism	3
REL 445	Readings in Spirituality	3	HIS 303	History of Art III	3
<u>COMMUNICATION</u>		<u>21 CREDITS</u>	Choose one from:		
COM 101	Introduction to Communication	3	ARD 124	Ceramic Design I	3
COM 201	Mass Communication and New Media	3	ARD 126	Sustainable Design Systems	3
COM 288	Rhetoric and Persuasion	3	ARD 205	Weaving and Off-Loom Sturctures	3
COM 322	Communication, Culture, and Community	3	ARD 227	Publications	3
COM 350	Special Topics in Communication	3	ARD 273	Painting Fundamentals	3
COM 375	Research in Communication	3	<u>FINNISH STUDIES</u>		
COM _____	Communication Elective	3	Choose any 21 credits in Finnish Studies.		
<u>CORPORATE COMMUNICATION</u>		<u>21 CREDITS</u>	<u>HISTORY</u>		
COM 101	Introduction to Communication	3	Choose any 21 credits in History or FNS 321, HUM 201, or HUM 310.		
COM 201	Mass Communication and New Media	3	<u>HISTORY AND POLITICAL SCIENCE</u>		
BUS 240	e-Business	3	FNS 321	History and Culture of Finland	3
BUS 345	Principles of Marketing	3	HIS 211	History of U.S. to 1877	3
BUS 346	Advertising	3	HIS 212	History of U.S. since 1877	3
BUS 386	Organizational Behavior	3	HUM 310	Turning Points in History	3
BUS 447	Marketing for Small Business	3	PLS 221	American Government	3
<u>CRIMINAL JUSTICE</u>		<u>21 CREDITS</u>	PLS 364	International Relations	3
CRJ 101	Introduction to Criminal Justice	3	REL 301	World Religions	3
CRJ 205	Criminal Law	3	<u>INTERNATIONAL STUDIES</u>		
CRJ 208	Criminal Procedures	3	ECN 232	Macroeconomics	3
SOC 312	Criminology	3	ENG 403	Cultures in Conflict	3
CRJ _____	Criminal Justice Elective	3	FNS 321	History and Culture of Finland	3
CRJ _____	Criminal Justice Elective	3	GEO 201	Place, Space, and Global Trans.	3
CRJ 3 _____	300-level Criminal Justice Elective	3	GEO 202	Nature, Culture, and Local Change	3
<u>ECONOMICS AND BUSINESS</u>		<u>21 CREDITS</u>	PLS 221	American Government	3
BUS 138	Fund. of Business	3	PLS 364	International Relations	3
BUS 271	Principles of Management	3	<u>MUSIC</u>		
BUS 345	Principles of Marketing	3	MUS 121	Music Appreciation (U.S.)	3
ECN 231	Microeconomics	3	MUS 122	Music Appreciation (Classical)	3
ECN 232	Macroeconomics	3	MUS 125	Music Theory I	2
ECN 331	Global Economy	3	MUS 131	Piano I	1
ECN 351	Managerial Economics	3	MUS 132	Piano II	1
<u>ENGLISH LANGUAGE AND LITERATURE</u>		<u>21 CREDITS</u>	MUS 225	Music Theory II	2
ENG 233	Survey of American Literature	3	MUS 227	Sight Singing and Ear Training	2
ENG 243	Survey of English Literature	3	MUS _____	Music Electives	7
ENG 323	Advanced Writing	3	<u>RELIGION AND PHILOSOPHY</u>		
ENG 403	Cultures in Conflict	3	Choose any 21 credits in Religion and/or Philosophy.		
ENG _____	English Elective	3	<u>PSYCHOLOGY</u>		
ENG _____	English Elective	3	PSY 101	General Psychology	3
ENG _____	English Elective	3	PSY 271	Interview and Counseling Techniques	3
<u>ENVIRONMENTAL STUDIES</u>		<u>21 CREDITS</u>	PSY 340	Abnormal Psychology	3
BIO 113	Organismal Biology	4	PSY 343 OR	Growth and Dev. of Child/Adolescents OR	3
BIO 300 OR	Ecology and the Environment OR	4	PSY 344	Psych. of Adulthood and Aging	3
PHS 301	Integrated Science	4	PSY 380	History and Systems	3
CHM 121	Chemistry and Society	4	PSY _____	Psychology Elective	3
ENV 201	Intro. to Environmental Studies	3	PSY _____	Psychology Elective	3
ENV 401	Environmental Science	3			
HUM 301	Contemporary Voices in Science	3			

BACHELOR OF ARTS - LIBERAL STUDIES - MINORS 2011-2012

<u>SCIENCE</u>		<u>24 CREDITS</u>	<u>VISUAL COMMUNICATION</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
<u>SOCIOLOGY</u>		<u>21 CREDITS</u>			
SOC 101	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			

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BACHELOR OF ARTS - LIBERAL STUDIES - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS		(40)	PSYCHOLOGY		(21)
Finlandia Foundations:			PSY 101	General Psychology	3
*ENG 103	College English I	3	PSY 250	Topics in Psychology	3
*ENG 104	College English II	3	PSY 340	Abnormal Psychology	3
*COM 108	Fundamentals of Public Speaking	2	SOC 372	Social Theory	3
*MAT 140 (or higher)	Intermediate Algebra	4	PSY 380	History and Systems	3
*Science	Science and Lab	4	PSY _____	Psychology Elective	3
REL/FNS	Religion or Finnish Studies Elective	3	PSY _____	Psychology Elective	3
*CPT 202 (or higher)	Digital Applications	3	SOCIOLOGY		(21)
+ Finlandia Core:			SOC 101	General Sociology	3
Citizenship	Two Thematic Courses	6	SOC 250	Topics in Sociology	3
Critical/Creative Thinking	Two Thematic Courses	6	SOC 330	Social Stratification	3
Cultural Heritage/Literacy	Two Thematic Courses	6	SOC 353	Research Methods	3
*Must be successfully completed before taking 300/400-level courses.			SOC 372	Social Theory	3
+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.			SOC _____	Sociology Elective	3
			SOC _____	Sociology Elective	3
LIBERAL STUDIES PROGRAM REQUIREMENTS			CHRISTIAN VOCATION		(21)
(81)			REL 200	Introduction to the Bible	3
Liberal Studies is an interdisciplinary 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.			REL 205	Spiritual Formation	3
Note: A minimum final grade of C- is required for each course taken as part of the major.			REL 230	Servant Leadership	3
			REL 303	History of Christianity	3
			REL 381	CV 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.		
DISCIPLINE I			SCIENCE		(24)
(21-24)			BIO 113	Organismal Biology	4
DISCIPLINE II			BIO 300	Ecology and the Environment	4
(21-24)			CHM 115 OR	General Chemistry OR	4
DISCIPLINE III, MINOR, AND/OR OPEN ELECTIVES			CHM 121	Chemistry and Society	4
(30-36)			PHS 112	Introduction to Earth Science	4
SENIOR CAPSTONE PROJECT			PHS 205 OR	General Physics OR	4
_____ 499	Senior Capstone Project	3	PHS 212	Concepts in Physics	4
		TOTAL CREDITS: (121)	PHS 301	Integrated Science	4
LIBERAL STUDIES DISCIPLINES			MUSIC		(21)
Choose 2 or 3 disciplines from the following:			MUS 121	Music Appreciation (U.S.)	3
ENGLISH LANGUAGE AND LITERATURE			MUS 122	Music Appreciation (Classical)	3
(21)			MUS 125	Music Theory I	2
ENG 233	Survey of American Literature	3	MUS 131	Piano I	1
ENG 243	Survey of English Literature	3	MUS 132	Piano II	1
ENG 323	Advanced Writing	3	MUS 225	Music Theory II	2
ENG 403	Cultures in Conflict	3	MUS 227	Sight Singing and Ear Training	2
ENG _____	English Elective	3	MUS _____	Music Electives	7
ENG _____	English Elective	3	ENVIRONMENTAL STUDIES		
ENG _____	English Elective	3	(21)		
RELIGION AND PHILOSOPHY			ENV 201	Intro. to Environmental Studies	3
(21)			ENV 401	Environmental Science	3
Choose any 21 credits in Religion and/or Philosophy.			HUM 301	Contemporary Voices in Science	3
HISTORY AND POLITICAL SCIENCE			BIO 113	Organismal Biology	4
(21)			CHM 121	Chemistry and Society	4
Choose any 21 credits in History and/or Political Science, or FNS 321, REL 301, or HUM 310.			BIO 300 OR	Ecology and the Environment OR	4
COMMUNICATION			PHS 301	Integrated Science	4
(21)			STUDENT PROPOSED		
COM 101	Introduction to Communication	3	(21)		
COM 201	Mass Communication and New Media	3	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 concentrations.		
COM 288	Rhetoric and Persuasion	3	NOTE: Minors are available. Please see the Finlandia University academic catalog for requirements.		
COM 322	Communication, Culture, and Community	3			
COM 350	Special Topics in Communication	3			
COM 375	Research in Communication	3			
COM _____	Communication Elective	3			
FINNISH STUDIES					
(21)					
Choose any 21 credits in Finnish Studies.					

BACHELOR OF ARTS - LIBERAL STUDIES - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		15 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*Science	Science and Lab	4	*COM 108	Fund. of Public Speaking	2
Conc. I	Concentration I	3	*MAT 140 (or higher)	Intermediate Algebra	4
Conc. II	Concentration II	3	*CPT 202	Digital Applications	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Conc. III	Concentration III or Open Elective	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
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Conc. I	Concentration I	3	Conc. I	Concentration I	3
Conc. II	Concentration II	3	Conc. II	Concentration II	3
Conc. III	Concentration III or Open Elective	3	Conc. III	Concentration III or Open Elective	3
FIFTH SEMESTER		15 CREDITS	SIXTH SEMESTER		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Conc. I	Concentration I	3	Conc. I	Concentration I	3
Conc. II	Concentration II	3	Conc. II	Concentration II	3
Conc. III	Concentration III or Open Elective	3	Conc. III	Concentration III or Open Elective	3
Elective	Open Elective	3	Elective	Open Elective	3
SEVENTH SEMESTER		15 CREDITS	EIGHTH SEMESTER		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Conc. I	Concentration I	3	Conc. I	Concentration I	3
Conc. II	Concentration II	3	Conc. II	Concentration II	3
Conc. III	Concentration III or Open Elective	3	_____ 499	Senior Capstone Project	3
Elective	Open Elective	3	Conc. III	Concentration III or Open Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT _____	4		
*Science	4		
*CPT _____	3		
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.

SENIOR CAPSTONE

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
_____ 499	3		

DISCIPLINE I CHECKLIST

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

DISCIPLINE II CHECKLIST

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

DISCIPLINE III, MINOR, OR OPEN ELECTIVES CHECKLIST

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

OPEN ELECTIVES 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:

Note: A minimum final grade of C- is required for each course taken as part of the major.

BACHELOR OF ARTS - LIBERAL STUDIES: ACE HONORS PROGRAM - ACADEMIC PROGRESS SHEET 2011-2012

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	College Algebra	4
*PHS 112/CHM 121	Science and Lab	4
REL/FNS	Religion or Finnish Studies Elective	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.

Note: A minimum final grade of C- is required for each course taken as part of the major.

ART AND HUMANITIES COURSES (15)

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

CULTURAL STUDIES COURSES (15)

HIS 205 OR HIS 206	Global History I or II	3
HUM 310	Turning Points in History	3
HUM 301	Contemporary Voices in Science	3
PHL 101	Introduction to Philosophy	3
REL _____	Religion Elective	3

ENVIRONMENTAL STUDIES COURSES (15)

ENV 202	Intro. to Environmental Studies	3
ENV 213	Outdoor Rec. and Leadership	2
GEO 201	Nature, Culture, and Local Change	3
PHS 301	Integrated Science	4
ENV 401	Environmental Policy and Law	3

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
RELIGION AND PHILOSOPHY
HISTORY AND POLITICAL SCIENCE
COMMUNICATION
PSYCHOLOGY
SOCIOLOGY

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

SUOMI COLLEGE OF ARTS & SCIENCES (SCAS)

BACHELOR OF ARTS - LIBERAL STUDIES: ACE HONORS PROGRAM - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		15 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*MAT 145	College Algebra	4	*CHM 121 OR	Chemistry and Society OR	4
*CPT 202	Digital Applications	3	*PHS 112	Concepts in Physical Science I	4
Gen. Education	Theme-based Gen. Ed. Elective	3	*COM 108	Fund. of Public Speaking	2
Gen. Education	Theme-based Gen. Ed. Elective	3	Minor	Minor	3
			Gen. Education	Theme-based Gen. Ed. Elective	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		15 CREDITS
ENV 202	Intro. to Environmental Studies	3	REL/FNS	Religion or Finnish Studies Elective	3
GEO 201	Nature, Culture, and Local Change	3	PHL 101	Introduction to Philosophy	3
HIS 205/206	Global History I or II	3	MUS 121/122/HIS 103	Music App./History of Art I	3
Minor	Minor	3	Minor	Minor	3
Gen. Education	Theme-based Gen. Ed. Elective	3	Gen. Education	Theme-based Gen. Ed. Elective	3
FIFTH SEMESTER		15 CREDITS	SIXTH SEMESTER		15 CREDITS
ENG 332	Great Books of the US	3	HUM 301	Contemporary Voices in Science	3
ENV 213	Outdoor Recreation Skills	2	REL	Religion Elective	3
PHS 301	Integrated Science	4	Minor	Minor	3
Gen. Education	Theme-based Gen. Ed. Elective	3	Elective	Open Elective	3
Minor	Minor	3	Elective	Open Elective	3
SEVENTH SEMESTER		15 CREDITS	EIGHTH SEMESTER		15 CREDITS
ENG 323	Advanced Creative Writing	3	ENG 403	Cultures in Conflict	3
HUM 350	Topics in Literature	3	HUM 499	Senior Capstone Project	3
HUM 310	Turning Points in History	3	Minor	Minor	3
ENV 401	Environmental Policy and Law	3	Elective	Open Elective	3
Minor	Minor	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		

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		

ENVIRONMENTAL STUDIES COURSES

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

CULTURAL STUDIES COURSES

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

SENIOR CAPSTONE PROJECT

Course	Credits	Sem./Yr.	Grade
HUM 499	3		

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

MINOR AND ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade

Total Credits _____

Note: A minimum final grade of C- is required for each course taken as part of the major.

BACHELOR OF ARTS - LIBERAL STUDIES: COMMUNICATION - ACADEMIC PROGRESS SHEET 2011-2012**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
REL/FNS	Religion or Finnish Studies Elective	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.

COMMUNICATION MAJOR REQUIREMENTS (48-51)

Liberal Studies is an interdisciplinary program built on the liberal arts General Education program. The Communication 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.

Note: A minimum final grade of C- is required for each course taken as part of the major.

COMMUNICATION CORE REQUIREMENTS (21)

ARD 127	Digital Imagery	3
COM 101	Introduction to Communication	3
COM 201	Mass Communication and New Media	3
COM 288	Rhetoric and Persuasion	3
COM 322	Communication, Culture, and Community	3
COM 375	Research in Communication	3
ENG 320	Survey of the English Language	3

COMMUNICATION CONCENTRATION (21-24)

Choose from one of the concentrations listed.

SENIOR CAPSTONE PROJECT (6)

COM 497	Presentation and Portfolio	3
COM 499	Senior Capstone Project	3

MINOR OR OPEN ELECTIVES (30-33)

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

TOTAL CREDITS: 121

COMMUNICATION CONCENTRATION (21-24)

Choose one of the following Communication concentrations:

JOURNALISM (21)

ENG 201	Grammar and Composition	3
JRN 201	News Reporting and Writing	3
JRN 116/216/316	Journalism Pract. (min. of 3 semesters)	6
JRN 205	News Editing	3
^COM 250	Topics in Communication	3
#COM 350	Topics in Communication	3

VISUAL COMMUNICATION (24)

ARD 173	Color and Composition	3
ARD 223	Digital Art Studio I	3
ARD 227	Publications I	3
ARD 327	Graphic Design	3
ARD 427	Publications II	3
HIS _____	Choose one Art History course	3
COM 282	Web Design I	3
COM 382	Web Design II	3

ENVIRONMENTAL COMMUNICATION (22)

ARD 126	Sustainable Design Systems	3
CHM 121	Chemistry and Society	4
#COM 350	Topics in Communication	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 COMMUNICATION (21)

BUS 141	Business Communication	3
BUS 240	E-Business	3
BUS 271	Principles of Management	3
BUS 345	Principles of Marketing	3
BUS 346	Advertising and Sales Management	3
BUS 386	Organizational Communication/Behavior	3
^COM 250	Topics in Communication	3

^ Possible sophomore-level topics courses include Interpersonal Communication, Internet Journalism, and Radio Broadcasting.

Possible junior/senior-level topics courses include Communication and the Environment and Video Journalism.

RECOMMENDED MINORS FOR THE COMMUNICATIONS MAJOR:

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

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

SUOMI COLLEGE OF ARTS & SCIENCES (SCAS)

BACHELOR OF ARTS - LIBERAL STUDIES: COMMUNICATION - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		15 CREDITS	SECOND SEMESTER		16 CREDITS
*ENG 103	College English I	3	*CPT 202	Digital Applications	3
*COM 108	Fund. of Public Speaking	2	*ENG 104	College English II	3
*Science	Science and Lab	4	*MAT 140 (or higher)	Intermediate Algebra	4
COM 101	Introduction to Communication	3	Conc./Minor	Concentration or Minor	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		15 CREDITS
ARD 127	Digital Imagery	3	COM 288	Rhetoric and Persuasion	3
COM 201	Mass. Comm. and New Media	3	Conc./Minor	Concentration or Minor	3
Conc./Minor	Concentration or Minor	3	Conc./Minor/Open	Conc., Minor, or Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	REL/FNS	Religion or Finnish Studies Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
FIFTH SEMESTER		15 CREDITS	SIXTH SEMESTER		15 CREDITS
COM 322	Comm., Culture, and Community	3	ENG 320	Survey of the English Language	3
Conc./Minor	Concentration or Minor	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
Conc./Minor/Open	Conc., Minor, or Open Elective	3	Conc./Minor/Open	Conc., Minor, or Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
SEVENTH SEMESTER		15 CREDITS	EIGHTH SEMESTER		15 CREDITS
COM 375	Research in Communication	3	COM 497	Presentation and Portfolio	3
Conc./Minor/Open	Conc., Minor, or Open Elective	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	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

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT	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

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

CONCENTRATION CHECKLIST

(Journalism, Visual, Organizational, or Environmental Communication)

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

MINOR OR OPEN ELECTIVES CHECKLIST

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

Note: A minimum final grade of C- is required for each course taken as part of the major.

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

BACHELOR OF ARTS - LIBERAL STUDIES: CRIMINAL JUSTICE - ACADEMIC PROGRESS SHEET 2011-2012**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 Elective	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 with courses in criminal justice, psychology, and the humanities and social sciences. Students majoring in Criminal Justice choose one of three academic tracks: Law Enforcement, Corrections, or General Criminal Justice. 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.

Note: A minimum final grade of C- is required for each course taken as part of the major.

CRIMINAL JUSTICE SUPPORTING COURSES**(6)**

PSY 101	General Psychology	3
SOC 101	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)**

CRJ 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 and 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 - GENERAL CRIMINAL JUSTICE**(18)**

Choose 18 Criminal Justice credits (CRJ 250 and CRJ 350 may be taken multiple times). A minimum of 9 credits must be at the 300-level or above.

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 287	Fieldwork 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
PSY 330	Social Stratification	3
PSY 354	Quant. Analysis — Soc. Sciences	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:

COMMUNICATION

PSYCHOLOGY

SOCIOLOGY

HISTORY AND POLITICAL SCIENCE

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

BACHELOR OF ARTS - LIBERAL STUDIES: CRIMINAL JUSTICE - SUGGESTED COURSE SEQUENCE 2011-2012

<u>FIRST SEMESTER</u>		<u>16 CREDITS</u>	<u>SECOND SEMESTER</u>		<u>15 CREDITS</u>
*ENG 103	College English I	3	*ENG 104	College English II	3
*CPT 202	Digital Applications	3	*MAT 140 (or higher)	Intermediate Algebra	4
*Science	Science and Lab	4	*COM 108	Fundamentals of Public Speaking	2
CRJ 101	Introduction to Criminal Justice	3	Conc/Minor	Concentration or Minor	3
SOC 101	General Sociology	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
<u>THIRD SEMESTER</u>		<u>15 CREDITS</u>	<u>FOURTH SEMESTER</u>		<u>15 CREDITS</u>
CRJ 205	Criminal Law	3	CRJ 208	Criminal Procedures	3
PSY 101	General Psychology	3	Conc/Minor	Concentration or Minor	3
SOC 205	Juvenile Delinquency	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Minor/Elective	Minor or Open Elective	3
Conc/Minor	Concentration or Minor	3	Minor/Elective	Minor or Open Elective	3
<u>FIFTH SEMESTER</u>		<u>15 CREDITS</u>	<u>SIXTH SEMESTER</u>		<u>15 CREDITS</u>
SOC 312	Criminology	3	REL/FNS	Religion or Finnish Studies Elective	3
PSY 340	Abnormal Psychology	3	Conc/Minor	Criminal Justice Concentration	3
SOC 372	Social Theory	3	Minor/Electives	Minor or Open Elective	3
Conc/Minor	Concentration or Minor	3	Minor/Electives	Minor or Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
<u>SEVENTH SEMESTER</u>		<u>15 CREDITS</u>	<u>EIGHTH SEMESTER</u>		<u>15 CREDITS</u>
PSY/SOC 353	Research Methods	3	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
Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3	Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Conc./Minor/El	Criminal Justice Conc., Minor, or Elective	3

GENERAL EDUCATION

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT _____	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
PSY 101	3		
SOC 101	3		
CRJ 101	3		
CRJ 205	3		
CRJ 208	3		
PSY 340	3		
SOC 205	3		
SOC 312	3		
SOC 353	3		
SOC 372	3		
CRJ 499	3		

CRIMINAL JUSTICE CONCENTRATION CHECKLIST

(Law Enforcement, Corrections, General)

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

MINOR OR OPEN ELECTIVES CHECKLIST

[illegible]

Note: A minimum final grade of C- is required for each course taken as part of the major.

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

BACHELOR OF ARTS - LIBERAL STUDIES: ENGLISH - ACADEMIC PROGRESS SHEET 2011-2012**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.

Note: A minimum final grade of C- is required for each course taken as part of the major.

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
COM 382	Web Design II	3
DRM 113	Theater Production I	1-3
DRM 114	Theater Production II	1-3
JRN 201	News Reporting and Writing	3
JRN 205	News Editing	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:**

HUM 301	Contemporary Voices in Science	3
HUM 310	Turning Points in History	3
HIS 205	Global History I	3
HIS 206	Global History II	3
REL 200	Introduction to the Bible	3

ENGLISH COURSES**(18)****Choose 6 or more additional English courses:**

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

SENIOR CAPSTONE PROJECT**(3)**

ENG 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
COMMUNICATION
ENVIRONMENTAL STUDIES
PSYCHOLOGY
SOCIOLOGY
HISTORY AND POLITICAL SCIENCE

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

SUOMI COLLEGE OF ARTS & SCIENCES (SCAS)

BACHELOR OF ARTS - LIBERAL STUDIES: ENGLISH - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		15 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*Science	Science and Lab	4	*MAT 140 (or higher)	Intermediate Algebra	4
*CPT 202 (or higher)	Digital Applications	3	*COM 108	Fund of Public Speaking	2
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Cog/Minor/Open	Cognate/Minor/Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		15 CREDITS
ENG 233	Survey of American Literature	3	REL/FNS	Religion or Finnish Studies Elective	3
ENG 243	Survey of English Literature	3	ENG _____	English 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
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
FIFTH SEMESTER		15 CREDITS	SIXTH SEMESTER		15 CREDITS
ENG _____	English Elective	3	ENG 323	Advanced Writing	3
Cog/Minor/Open	Cognate/Minor/Open 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	Cog/Minor/Open	Cognate/Minor/Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Cog/Minor/Open	Cognate/Minor/Open Elective	3
SEVENTH SEMESTER		15 CREDITS	EIGHT SEMESTER		15 CREDITS
ENG _____	English Elective	3	ENG 499	Senior Capstone Project	3
Cog/Minor/Open	Cognate/Minor/Open 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	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		
ENG 499	3		

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

COGNATES CHECKLIST

Course	Credits	Sem./Yr.	Grade

MINOR OR OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS:

Note: A minimum final grade of C- is required for each course taken as part of the major.

BACHELOR OF ARTS - LIBERAL STUDIES: PRE-PROFESSIONAL SCIENCE - ACADEMIC PROGRESS SHEET 2011-2012**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
*BIO 111	Concepts in Biology	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.

PRE-PROFESSIONAL SCIENCE MAJOR**(42)**

This program is designed to prepare students for admission into health care programs requiring extensive preparation in science. This includes pre-medicine, pre-dental, pre-veterinary medicine, pre-pharmacy, pre-physical therapy, pre-occupational therapy, pre-chiropractic, and pre-optometry. The core requirements include those science courses generally common to all programs. Specific program requirements can vary substantially among professional schools and fields of study. Student will spend their first semester researching the particular requirements for their program of study and develop a four-year plan, which will include taking organic chemistry at another institution of higher learning.

Note: A minimum final grade of C- is required for each course taken as part of the major.

PRE-PROFESSIONAL SCIENCE CORE REQUIREMENTS**(46-47)**

^ BIO 100	Pre-professional Career Prep Seminar	1
CHM 115	General Chemistry I	4
CHM 116	General Chemistry II	4
BIO 113	Organismal Biology	4
BIO 171	Anatomy & Physiology I	4
BIO 172	Anatomy & Physiology II	4
PHS 205	General Physics I	4
PHS 206	General Physics II	4
**OCHM I	Organic Chemistry I (Transfer)	4
**OCHM II	Organic Chemistry II (Transfer)	4
*** BIO ____	Any BIO Course (e.g. Microbiology (BIO 273), Genetics, Biochemistry).	9-10

#MINOR AND/OR OPEN ELECTIVES**(30-31)**

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

SENIOR CAPSTONE PROJECT**(3)**

BIO 499	Senior Capstone Project	3
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TOTAL CREDITS: 120**RECOMMENDED LIBERAL STUDIES MINORS:**

ENGLISH LANGUAGE AND LITERATURE

RELIGION AND PHILOSOPHY

HISTORY AND POLITICAL SCIENCE

COMMUNICATION

PSYCHOLOGY

SOCIOLOGY

COMMENTS

^ As a course requirement, students will determine individual admissions requirements for programs and schools of interest, each of which will have specific, and sometimes higher, course requirements (e.g. Calculus instead of College Algebra).

**Prior to the start of the senior year, students need to complete 8 hours of Organic Chemistry (with lab) elsewhere.

***Most professional programs require 3 hours of advanced biochemistry following Organic Chemistry. Biochemistry and other upper-level biology topics (e.g. Genetics, Biostatistics, Cellular Biology) will be offered in alternating semesters.

#Suggested courses include General Sociology, General Psychology, Growth and Development, Human Relations and Diversity, Statistics, Ethics, and Political Science. In general, students should select a diversity of classes outside the science area.

SUOMI COLLEGE OF ARTS & SCIENCES (SCAS)

BACHELOR OF ARTS - LIBERAL STUDIES: PRE-PROFESSIONAL SCIENCE - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		15 CREDITS	SECOND SEMESTER		15 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*BIO 111	Concepts in Biology	4	*COM 108	Fund. of Public Speaking	2
BIO 100	Pre-professional Career Seminar	1	*BIO 113	Organismal Biology	4
*MAT 145 (or higher)	College Algebra	4	*CPT 202 (or higher)	Digital Applications	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
THIRD SEMESTER		17 CREDITS	FOURTH SEMESTER		14 CREDITS
BIO 171	Anatomy and Physiology	4	BIO 172	Anatomy and Physiology	4
CHM 115	General Chemistry I	4	CHM 116	General Chemistry II	4
REL/FNS	Religion or Finnish Studies Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3			
FIFTH SEMESTER		15 CREDITS	SIXTH SEMESTER		17 CREDITS
PHS 205	General Physics I	4	PHS 206	General Physics	4
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	***OCHM II	Organic Chemistry II (Transfer)	4
***OCHM I	Organic Chemistry I (Transfer)	4	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
SEVENTH SEMESTER		15-17 CREDITS	EIGHT SEMESTER		12-13 CREDITS
BIO ____	Biology Elective	3-4	BIO ____	Biology Elective	3-4
BIO ____	Biology Elective	3-4	BIO 499	Senior Capstone Project	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3			

***Most professional programs require 3 hours of advanced biochemistry following Organic Chemistry. Biochemistry and other upper-level biology topics (e.g. Genetics, Biostatistics, Cellular Biology) will be offered in alternating semesters.

GENERAL EDUCATION AND PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT ____	4		
*BIO 111	4		
*CPT ____	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit/Creat Thinking	3		
Crit/Creat Thinking	3		
Cultural Heritage	3		
Cultural Heritage	3		

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

PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade
BIO 100	1		
CHM 115	4		
CHM 116	4		
BIO 113	4		
BIO 171	4		
BIO 172	4		
PHS 205	4		
PHS 206	4		
OCHM I	4		
OCHM II	4		
BIO ____			
BIO ____			
BIO ____			

SENIOR CAPSTONE PROJECT

Course	Credits	Sem./Yr.	Grade
BIO 499	3		

MINOR OR OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS: _____

Note: A minimum final grade of C- is required for each course taken as part of the major.

BACHELOR OF ARTS - LIBERAL STUDIES: PSYCHOLOGY - ACADEMIC PROGRESS SHEET 2011-2012**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 Elective	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 interdisciplinary program that is built on the liberal arts General Education program. Students majoring in Psychology develop the skills to 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.

Note: A minimum final grade of C- is required for each course taken as part of the major.

PSYCHOLOGY CORE**(18)**

PHL 212	Ethics: Theory and Practice	3
PSY 101	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)**

PSY 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 the Psychology or Alcohol and Drug Abuse concentration.

PSYCHOLOGY CONCENTRATION**(24)**

PSY 271	Introduction to Counseling	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
PSY ____	Psychology Elective	3
PSY ____	Psychology Elective	3

ALCOHOL AND DRUG ABUSE CONCENTRATION**(24)**

PSY 270	Psy./Phys. Aspects of Substance Abuse	3
PSY 271	Introduction to Counseling	3
PSY 272	Alcohol and Drug Abuse Practicum	3
PSY 280	Chemical Dependency and Family	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:

SOCIOLOGY

SCIENCE

HISTORY AND POLITICAL SCIENCE

CRIMINAL JUSTICE

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

<u>FIRST SEMESTER</u>		<u>15 CREDITS</u>	<u>SECOND SEMESTER</u>		<u>16 CREDITS</u>
*ENG 103	College English I	3	*ENG 104	College English II	3
*Science	Science and Lab	4	*MAT 140 (or higher)	Intermediate Algebra	4
PSY 101	General Psychology	3	Conc.	Concentration	3
*COM 108	Fund. of Public Speaking	2	Minor/Open	Minor or Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
<u>THIRD SEMESTER</u>		<u>15 CREDITS</u>	<u>FOURTH SEMESTER</u>		<u>15 CREDITS</u>
*CPT 202	Digital Applications	3	REL/FNS	Religion or Finnish Studies Elective	3
PHL 212	Ethics: Theory and Practice	3	Conc.	Concentration	3
PSY 250	Topics in Psychology	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Conc.	Concentration	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Minor/Open	Minor or Open Elective	3
<u>FIFTH SEMESTER</u>		<u>15 CREDITS</u>	<u>SIXTH SEMESTER</u>		<u>15 CREDITS</u>
PSY/SOC 353	Research Methods	3	Conc.	Concentration	3
PSY 380	History and Systems	3	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
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Minor/Open	Minor or Open Elective	3
<u>SEVENTH SEMESTER</u>		<u>15 CREDITS</u>	<u>EIGHTH SEMESTER</u>		<u>15 CREDITS</u>
PSY 420	Experimental Psychology	3	PSY 499	Senior Capstone Project	3
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	Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT _____	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		

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
PHL 212	3		
PSY 101	3		
PSY 353	3		
PSY 380	3		
PSY 420	3		
PSY 499	3		

(Psychology or Psychology-Alcohol and Drug Abuse)

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

[illegible]

Note: A minimum final grade of C- is required for each course taken as part of the major.

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

BACHELOR OF ARTS - LIBERAL STUDIES: SOCIAL SCIENCES - ACADEMIC PROGRESS SHEET 2011-2012**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 Elective	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 interdisciplinary 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 comprise 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.

Note: A minimum final grade of C- is required for each course taken as part of the major.

SOCIAL SCIENCES CORE**(24)**

ECN _____	Any ECN course	3
PHL 101	Introduction to Philosophy	3
HIS 205	Global History I	3
HIS 206	Global History II	3
PSY/SOC 353	Research Methods	3
PSY/SOC 354	Quant. Analysis in the Social Sciences	3
ENG 403	Cultures in Conflict	3
SOC 372	Social Theory	3

CONCENTRATIONS**(21)**

Choose from one of the concentrations listed.

SENIOR CAPSTONE PROJECT**(3)**

____ 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 CONCENTRATION****(21)**

SOC 101	General Sociology	3
SOC 250	Topics in Sociology	3
SOC 330	Social Stratification	3
SOC _____	Sociology Elective	3
SOC _____	Sociology Elective	3
SOC _____	Sociology Elective	3
SOC _____	Sociology Elective	3

PSYCHOLOGY CONCENTRATION**(21)**

PSY 101	General Psychology	3
PSY 250	Topics in Psychology	3
PSY 340	Abnormal Psychology	3

PSY 380	History and Systems	3
PSY _____	Psychology Elective	3
PSY _____	Psychology Elective	3
PSY _____	Psychology Elective	3

HISTORY**(21)**

Choose any 21 credits from those listed below.

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 1877	3
HIS 212	History of U.S. since 1877	3
HIS 303	History of Art III	3
HUM 201	History of Science	3
HUM 310	Turning Points in History	3

HISTORY AND POLITICAL SCIENCE CONCENTRATION**(21)**

HIS 211	History of U.S. to 1877	3
HIS 212	History of U.S. since 1877	3
FNS 321	History and Culture of Finland	3
PLS 221	American Government	3
PLS 364	International Relations	3
HUM 310	Turning Points in History	3
REL 204	World Religions	3

INTERNATIONAL STUDIES CONCENTRATION**(21)**

ECN 232	Macroeconomics	3
ENG 403	Cultures in Conflict	3
FNS 321	History and Culture of Finland	3
GEO 201	Space, Place, and Global Trans.	3
GEO 202	Nature, Culture, and Local Change	3
PLS 221	American Government	3
PLS 364	International Relations	3

ENVIRONMENTAL STUDIES CONCENTRATION**(21)**

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

CRIMINAL JUSTICE CONCENTRATION**(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 CONCENTRATION**(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 the Suomi College of Arts & Sciences must approve all proposed concentrations.

RECOMMENDED MINORS FOR THE SOCIAL SCIENCES MAJOR

ENGLISH RELIGION AND PHILOSOPHY
COMMUNICATIONS

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

SUOMI COLLEGE OF ARTS & SCIENCES (SCAS)

BACHELOR OF ARTS - LIBERAL STUDIES: SOCIAL SCIENCES - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		15 CREDITS
*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
Conc.	Concentration	3	Conc.	Concentration	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		15 CREDITS
ECN _____	Any Economics Course	3	HIS 206	World Civilizations II	3
HIS 205	World Civilizations I	3	PHL 101	Introduction to Philosophy	3
Conc.	Concentration	3	Conc.	Concentration	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Elective	Open Elective or Second Concentration	3
Elective	Open Elective or Second Concentration	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
FIFTH SEMESTER		15 CREDITS	SIXTH SEMESTER		15 CREDITS
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	ENG 403	Cultures in Conflict	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	SOC 372	Social Theory	3
Conc.	Concentration	3	Conc.	Concentration	3
Elective	Open Elective or Second Concentration	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Elective	Open Elective or Second Concentration	3	Elective	Open Elective or Second Concentration	3
SEVENTH SEMESTER		15 CREDITS	EIGHT SEMESTER		15 CREDITS
PSY/SOC 353	Research Methods	3	HUM 499	Senior Capstone Project	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Conc.	Concentration	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
Elective	Open Elective or Second Concentration	3	Elective	Open Elective or Second Concentration	3

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	_____	_____	ECN _____	3	_____	_____
*ENG 104	3	_____	_____	PHL 101	3	_____	_____
*COM 108	2	_____	_____	HIS 205	3	_____	_____
*MAT _____	4	_____	_____	HIS 206	3	_____	_____
*Science	4	_____	_____	PSY/SOC 353	3	_____	_____
*CPT 202	3	_____	_____	ENG 403	3	_____	_____
Citizenship	3	_____	_____	SOC 372	3	_____	_____
Citizenship	3	_____	_____	SOC/PSY 354	3	_____	_____
Crit./Creat. Thinking	3	_____	_____	HUM 499	3	_____	_____
Crit./Creat. Thinking	3	_____	_____	*Must be successfully completed before taking 300/400-level courses.			
Cultural Heritage	3	_____	_____				
Cultural Heritage	3	_____	_____				

CONCENTRATION CHECKLIST

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

SECOND CONCENTRATION OR OPEN ELECTIVES CHECKLIST

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

TOTAL CREDITS: _____

Note: A minimum final grade of C- is required for each course taken as part of the major.

BACHELOR OF ARTS - LIBERAL STUDIES: SOCIOLOGY - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS		(40)	SOCIOLOGY REQUIREMENTS		(39)
Finlandia Foundations:			SOC 101	General Sociology	3
*ENG 103	College English I	3	SOC 330	Social Stratification	3
*ENG 104	College English II	3	SOC 353	Research Methods in the Social Sciences	3
*COM 108	Fundamentals of Public Speaking	2	SOC 354	Quantitative Analysis	3
^ *MAT 140 (or higher)	Intermediate Algebra	4	SOC 372	Social Theory	3
*Science	Science and Lab	4	SOC 499	Senior Capstone Project	3
CPT 202 (or higher)	Digital Applications	3	Choose 7 courses from the following:		
REL/FNS	Religion or Finnish Studies	3	SOC 154	Social Problems	3
+ Finlandia Core:			SOC 205	Juvenile Delinquency	3
Citizenship	Two Thematic Courses	6	SOC 236	Service and Learning in Tanzania	3
Critical/Creative Thinking	Two Thematic Courses	6	**SOC 250	Topics in Sociology	3
Cultural Heritage/Literacy	Two Thematic Courses	6	SOC 263	Human Relations and Diversity	3
*Must be successfully completed before taking 300/400-level courses.			SOC 312	Criminology	3
^ MAT 145 (College Algebra) or higher is strongly recommended.			**SOC 350	Topics in Sociology	3
+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.			ANT 263	Cultural Anthropology	3
			REL 204	World Religions	3
			PSY 420	Experimental Psychology	3
			** SOC 250 and SOC 350 may be taken multiple times. Topics of SOC 250 may include: Social Psychology, Marriage and the Family, Symbolic Interaction, and Deviance. Topics of SOC 350 may include: Social Change and Development, Gender and Society, Collective Behavior, Ethnography, Sociology of Sport, and Rural Sociology.		
SOCIOLOGY MAJOR REQUIREMENTS		(45)	MINOR AND/OR OPEN ELECTIVES		(42)
Liberal Studies is an interdisciplinary program built on a liberal arts emphasis. Sociology offers a global perspective and an understanding of how the social world works. As a discipline, sociology covers a variety of areas, including individual interaction, gender, race, sport, the family, the economy, and social movements. The major teaches not only analytical and critical thinking skills, but a variety of theories and methodologies that students can use to analyze today's social problems. As such, it provides solid training for students considering many careers and graduate degrees.			At least 18 credits of minor and/or open elective courses must be at the 300-level or above.		
Note: A minimum final grade of C- is required for each course taken as part of the major.			TOTAL CREDITS: 121		
			RECOMMENDED LIBERAL STUDIES MINORS:		
			PSYCHOLOGY		
			COMMUNICATION		
			HISTORY AND POLITICAL SCIENCE		
			CRIMINAL JUSTICE		
			RELIGION AND PHILOSOPHY		
			NOTE: Other minors are available. Please see the Finlandia University academic catalog for minor requirements.		

SUOMI COLLEGE OF ARTS & SCIENCES (SCAS)

BACHELOR OF ARTS - LIBERAL STUDIES: SOCIOLOGY - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		15 CREDITS	SECOND SEMESTER		15 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4	*Science	Science and Lab	4
SOC 101	General Sociology	3	SOC ____	Sociology Elective	3
*COM 108	Fund. of Public Speaking	2	Minor/Open	Minor or Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		15 CREDITS
*CPT 202	Digital Applications	3	SOC ____	Sociology Elective	3
REL/FNS	Religion or Finnish Studies Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
SOC ____	Sociology Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Minor/Open	Minor or Open Elective	3
FIFTH SEMESTER		15 CREDITS	SIXTH SEMESTER		15 CREDITS
SOC 330	Stratification	3	SOC 354	Quantitative Analysis	3
SOC 353	Research Methods	3	SOC ____	Sociology Elective	3
Minor/Open	Minor or Open Elective	3	SOC ____	Sociology Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Minor/Open	Minor or Open Elective	3
SEVENTH SEMESTER		15 CREDITS	EIGHT SEMESTER		15 CREDITS
SOC 372	Social Theory	3	SOC 499	Senior Capstone Project	3
SOC ____	Sociology Elective	3	SOC ____	Sociology Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3
Minor/Open	Minor or Open Elective	3	Minor/Open	Minor or Open Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade
*ENG 103	3			SOC 101	3		
*ENG 104	3			SOC 330	3		
*COM 108	2			SOC 353	3		
*MAT ____	4			SOC 354	3		
*Science	4			SOC 372	3		
*CPT ____	3			SOC 499	3		
REL/FNS	3			SOC ____	3		
Citizenship	3			SOC ____	3		
Citizenship	3			SOC ____	3		
Crit./Creat. Thinking	3			SOC ____	3		
Crit./Creat. Thinking	3			SOC ____	3		
Cultural Heritage	3			SOC ____	3		
Cultural Heritage	3			SOC ____	3		

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

MINOR OR OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

OPEN ELECTIVES CHECKLIST

Course	Credits	Sem./Yr.	Grade

TOTAL CREDITS: _____

Note: A minimum final grade of C- is required for each course taken as part of the major.

BACHELOR OF ARTS - ELEMENTARY EDUCATION - ACADEMIC PROGRESS SHEET 2011-2012

<u>GENERAL EDUCATION REQUIREMENTS</u>		(41)	<u>ELEMENTARY EDUCATION MAJOR OR MINORS</u>		(47-48)
Finlandia Foundations:			Choose two minors or one major below.		
*ENG 103	College English I	3	<u>MATHEMATICS MINOR</u> (23)		
*ENG 104	College English II	3	MAT 145	College Algebra	4
*MAT 155	Math for Elementary Teachers I	3	MAT 152	Trigonometry	3
*MAT 156	Math for Elementary Teachers II	3	+ MAT 155	Math for Elementary Teachers I	3
*BIO 111	Concepts in Biology	4	+ MAT 156	Math for Elementary Teachers II	3
*EDU 203	Digital Tech. and Appl. for Teachers	3	MAT 180	Survey of Calculus	4
REL/FIN	Religion or Finnish Studies Elective	3	MAT 201	Probability and Statistics	3
Finlandia Core (Based on Finlandia Plan Outcomes):			MAT 270	Geometry	3
Citizenship		(6)	<u>SCIENCE MINOR</u> (24)		
PLS 221	American Government	3	BIO 113	Organismal Biology	4
HIS 212	History of U.S. since 1877	3	BIO 300	Ecology and the Environment	4
Critical and Creative Thinking		(7)	CHM 121	Chemistry and Society	4
PHS 112	Introduction to Earth Science	4	+ PHS 112	Introduction to Earth Science	4
PSY 101	General Psychology	3	PHS 212	Concepts in Physics	4
Cultural Heritage and Literacy		(6)	PHS 301	Integrated Science	4
ENG 322	Children's Literature	3	<u>SOCIAL STUDIES MAJOR</u> (48)		
SOC 263	Human Relations and Diversity	3	Prerequisites (4 required courses)		
*Must be successfully completed before taking 300/400-level courses.			+ HIS 212	History of US since 1877	3
<u>PRE-EDUCATION COURSES</u>		(6)	^ HIS 206	Global History II	3
HIS 206	Global History II	3	+ PLS 221	American Government	3
PSY 343	Growth and Dev. of Child and Adolescents	3	+ SOC 263	Human Relations and Diversity	3
<u>ELEMENTARY EDUCATION REQUIREMENTS</u>		(48)	Historical Perspective (3 required courses; choose 1 additional course)		
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.			HIS 205 (required)	Global History I	3
<u>PROFESSIONAL EDUCATION COURSES</u>		(27)	HIS 211 (required)	History of US to 1877	3
EDU 101	Foundations of Education	3	HIS 315 (required)	Michigan History	3
EDU 156	Physical Ed. Methods for El. Ed. Teachers	3	HIS 350	Topics in History	3
EDU 201	Educational Psychology	3	HIS 410	Directed Readings in History	3
+ EDU 203	Digital Tech. and Appl. for Teachers	3	Perspectives on Human Geography (2 required courses)		
EDU 411	Teaching of Exceptional Children	3	GEO 201	Place, Space, and Global Transformation	3
EDU 498	Student Teaching Internship	11	GEO 202	Nature, Culture, and Local Change	3
EDU 499	Student Teaching/Behavior Management Seminar	1	Perspectives on Economics (2 required courses)		
<u>PLANNED PROGRAM MINOR</u>		(21)	ECN 231	Microeconomics	3
EDU 301	Methods of Teaching Language Arts	3	ECN 232	Macroeconomics	3
EDU 302	Methods of Teaching Social Studies	3	Perspectives on Political Science (2 required courses)		
EDU 303	Methods of Teaching Math	3	PLS 364	International Relations	3
EDU 304	Methods of Teaching Science	3	SOC 372	Social Theory	3
EDU 311	Methods of Teaching Reading I	3	Interdisciplinary Perspectives (1 of the following is required)		
EDU 312	Methods of Teaching Reading II	3	ANT 263	Cultural Anthropology	3
EDU 401	Teaching of Art, Music, and Theater	3	HUM 310	Turning Points in History	3
			ENG 403	Cultures in Conflict	3
			ENV 401	Environmental Policy and Law	3
			Application of Social Science Perspective (1 required course)		
			SOC 353	Research Methods in the Social Sciences	3
			TOTAL CREDITS: 131-139		

TOTAL CREDITS: 131-139

+ Also fulfills General Education requirement.

^ Also fulfills Pre-Education requirement.

Note: Each course is counted only once even though it may appear in both the General Education requirements and an Elementary Education major or minor.

SUOMI COLLEGE OF ARTS & SCIENCES (SCAS)

BACHELOR OF ARTS - ELEMENTARY EDUCATION - SUGGESTED COURSE SEQUENCE 2011-2012

FRESHMAN - FALL SEMESTER		16 CREDITS	FRESHMAN - SPRING SEMESTER		16 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
+ *MAT 155	Math for Elementary Teachers I	3	+ *MAT 156	Math for Elementary Teachers II	3
*BIO 111	Concepts in Biology	4	+ PHS 112	Introduction to Earth Science	4
EDU 101	Foundations of Education	3	REL/FNS _____	Religion or Finnish Studies Elective	3
PSY 101	General Psychology	3	EDU 156	Phys. Ed. Methods for El. Ed. Teachers	3
SOPHOMORE - FALL SEMESTER		15 CREDITS	SOPHOMORE - SPRING SEMESTER		18 CREDITS
+ *EDU 203	Digital Technologies and Applications for Teachers	3	EDU 201	Educational Psychology	3
+ PLS 221	American Government	3	+ ENG 322	Children's Literature	3
PSY 343	Growth and Dev. of Child and Adolescents	3	^ HIS 206	Global History II	3
+ SOC 263	Human Relations and Diversity	3	+ HIS 212	History of U.S. since 1877	3
Major/Minor I or II	Major/Minor I or II	3	Major/Minor I or II	Major/Minor I or II	6
JUNIOR - FALL SEMESTER		18 CREDITS	JUNIOR - SPRING SEMESTER		18 CREDITS
EDU 301	Methods of Teaching Language Arts	3	EDU 303	Methods of Teaching Math	3
EDU 302	Methods of Teaching Social Studies	3	EDU 304	Methods of Teaching Science	3
EDU 311	Methods of Teaching Reading I	3	EDU 312	Methods of Teaching Reading II	3
Major/Minor I or II	Major/Minor I or II	9	Major/Minor I or II	Major/Minor I or II	9
SENIOR - FALL SEMESTER		18 CREDITS	SENIOR - SPRING SEMESTER		12 CREDITS
EDU 401	Teaching of Art, Music, and Theater	3	EDU 498	Student Teaching Internship	11
EDU 411	Teaching of Exceptional Children	3	EDU 499	Student Teaching/Behavior Management Seminar	1
Major/Minor I or II	Major/Minor I or II	12			

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			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		
+ ENG 322	3			EDU 302	3		
^ HIS 206	3			EDU 303	3		
+ HIS 212	3			EDU 304	3		
REL/FNS	3			EDU 311	3		
+ PHS 112	4			EDU 312	3		
+ PLS 221	3			EDU 401	3		
PSY 101	3			EDU 411	3		
PSY 343	3			EDU 498	11		
+ SOC 263	3			EDU 499	1		

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

+ Also fulfills General Education requirement.

^ Also fulfills Pre-Education requirement.

MAJOR OR MINOR CHECKLIST

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

MAJOR OR MINOR CHECKLIST

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

TOTAL CREDITS: _____

ASSOCIATE IN APPLIED SCIENCE - CRIMINAL JUSTICE - ACADEMIC PROGRESS SHEET 2011-2012

<u>GENERAL EDUCATION REQUIREMENTS</u>		(31)	<u>CRIMINAL JUSTICE CONCENTRATION</u>		(12)
Finlandia Foundations:			<u>CRIMINAL JUSTICE - LAW ENFORCEMENT CONCENTRATION</u>		(12)
*ENG 103	College English I	3	CRJ 104	Police Operations	3
*ENG 104	College English II	3	CRJ 201	Criminal Investigations I	3
*COM 108	Fund. of Public Speaking	2	^ CRJ 250	Topics in Criminal Justice	3
*MAT 140 (or higher)	Intermediate Algebra	4	SOC 205	Juvenile Delinquency	3
*Science	Science and Lab	4	<u>CRIMINAL JUSTICE - CORRECTIONS CONCENTRATION</u>		(12)
*CPT 202 (or higher)	Computer Applications	3	CRJ 140	Contemporary Corrections	3
REL/FNS	Religion or Finnish Studies Elective	3	CRJ 203	Client Growth and Development	3
+ Finlandia Core:			CRJ 240	Correctional Institutions	3
Citizenship	One Thematic Course	3	CRJ 241	Client Relations	3
Critical/Creative Thinking	One Thematic Course	3	<u>CRIMINAL JUSTICE – GENERAL CJ CONCENTRATION</u>		(12)
Cultural Heritage/Literacy	One Thematic Course	3	Choose 12 credits from the following:		
*Must be successfully completed before taking 300/400-level courses.			CRJ 104	Police Operations	3
+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.			CRJ 140	Intro. to Corrections	3
<u>CRIMINAL JUSTICE PROGRAM REQUIREMENTS</u>		(27)	CRJ 201	Criminal Investigations I	3
Finlandia's Criminal Justice major is an interdisciplinary program of study with courses in criminal justice, psychology, and the humanities and social sciences. Students majoring in Criminal Justice choose one of three academic tracks: law enforcement, corrections, or general criminal justice. 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.			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 287	Fieldwork 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
			<u>OPEN ELECTIVES</u>		(3)
			Choose one or more courses from any area of the university.		
			^ Possible CJ topics courses include: Private Security, Emergency Management, Murder in the US, and Critical Issues in Policing.		

TOTAL CREDITS: 64

ASSOCIATE IN APPLIED SCIENCE - CRIMINAL JUSTICE - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		15 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4	*COM 108	Fundamentals of Public Speaking	2
PSY 101	General Psychology	3	*Science	Science and Lab	4
CRJ 101	Introduction to Criminal Justice	3	SOC 101	General Sociology	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Conc.	Concentration	3
THIRD SEMESTER		15 CREDITS	FOURTH SEMESTER		18 CREDITS
CRJ 205	Criminal Law	3	CRJ 208	Criminal Procedures	3
Conc.	Concentration	3	CRJ 210	Prof. Communication in Criminal Justice	3
*CPT 202 (or higher)	Digital Applications	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Conc.	Concentration	3
REL/FNS	Religion or Finnish Studies Elective	3	Conc.	Concentration	3
*Must be successfully completed before taking 300/400-level courses.			Open	Open Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

GENERAL EDUCATION				CONCENTRATION			
<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						
*ENG 104	3						
*COM 108	2						
*MAT	4						
*Science	4						
*CPT	3						
REL/FNS	3						
Citizenship	3						
Crit./Creat. Thinking	3						
Heritage/Literacy	3						
CRIMINAL JUSTICE CORE				OPEN 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>
CRJ 101	3						
CRJ 205	3						
CRJ 208	3						
CRJ 210	3						
PSY 101	3						
SOC 101	3						
*Must be successfully completed before taking 300/400-level courses.				TOTAL CREDITS:			

ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS			HUMAN SERVICES SUPPORTING COURSES		
		(31)			(6)
Finlandia Foundations:			PSY 101	General Psychology	3
*ENG 103	College English I	3	SOC 101	General Sociology	3
*ENG 104	College English II	3	HUMAN SERVICES CORE		
*COM 108	Fund. of Public Speaking	2			(18)
*MAT 140 (or higher)	Intermediate Algebra	4	HMS 270	Psy./Phys. Aspects of Subst. Abuse	3
*Science	Science and Lab	4	HMS 271	Intro. to Counseling	3
CPT 202	Digital Applications		HMS 272	Human Services Practicum	3
REL/FNS	Religion or Finnish Studies Elective	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	ELECTIVES		
Cultural Heritage/Literacy	One Thematic Course	3			(6)
*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.			Elective	Open Elective	3
					TOTAL CREDITS: 61

ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES - SUGGESTED COURSE SEQUENCE

FIRST SEMESTER			SECOND SEMESTER		
		16 CREDITS			15 CREDITS
*ENG 103	College English I	3	*ENG 104	College English II	3
*MAT 140 (or higher)	Intermediate Algebra	4	HMS 270	Psy./Phys. Aspects of Subs. Abuse	3
*Science	Science and Lab	4	SOC 101	General Sociology	3
PSY 101	General Psychology	3	CPT 202	Digital Applications	3
*COM 108	Fund. of Public Speaking	2	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
THIRD SEMESTER			FOURTH SEMESTER		
		15 CREDITS			15 CREDITS
HMS 271	Intro. to Counseling	3	HMS 281	Group Dyn. and Counseling	3
HMS 280	Chemical Dependency and Family	3	HMS 272	Human Services Practicum	3
SOC 205	Juvenile Delinquency	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Elective	Open Elective	3
REL/FNS	Religion or Finnish Studies Elective	3	Elective	Open Elective	3
*Must be successfully completed before taking 300/400-level courses.					

GENERAL EDUCATION CHECKLIST

Course	Credits	Sem./Yr.	Grade
*ENG 103	3		
*ENG 104	3		
*COM 108	2		
*MAT	4		
*Science	4		
CPT 202	3		
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
PSY 101	3		
SOC 101	3		
HMS 270	3		
HMS 271	3		
HMS 272	3		
HMS 280	3		
HMS 281	3		
SOC 205	3		

TOTAL CREDITS:

ASSOCIATE IN GENERAL STUDIES - ENGLISH AS A SECOND LANGUAGE - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS		(26)	GENERAL STUDIES PROGRAM REQUIREMENTS		(34)
Finlandia Foundations:			ESL CERTIFICATE REQUIREMENTS		(30)
*ENG 150	English in Transition	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	3
REL/FNS	Religion or Finnish Studies Elective	3	ESL 111	Reading II	4
+ Finlandia Core:			ESL 112	Writing II	4
Citizenship	One Thematic Courses	3	ESL 114	Academic Listening and Speaking	4
Critical/Creative Thinking	One Thematic Courses	3	ESL 115	Grammar II	3
Cultural Heritage/Literacy	One Thematic Courses	3	OPEN ELECTIVES		(4-10)
* Must be successfully completed before taking 300/400 level courses.			To earn an ESL certification, students must take at least 12 ESL credits per semester and earn a GPA of 2.5 or above in ESL courses.		
+ See list of courses that fulfill Finlandia's theme-based General Education core curriculum in the Finlandia University academic catalog.					

Note: 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

FIRST SEMESTER		16 CREDITS	SECOND SEMESTER		15 CREDITS
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	3	ESL 115	Grammar II	3
UNS 100	Finlandia Success	1	FOURTH SEMESTER		16 CREDITS
THIRD SEMESTER		13 CREDITS	*ENG 103	College English I	3
*ENG 150	English in Transition	3	*Science	Science and Lab	4
*MAT 140 (or higher)	Intermediate Algebra	4	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
REL/FNS	Religion or Finnish Studies Elective	3	Gen. Ed. Core	Theme-based Gen. Ed. Elective	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Elective	Open Elective	3

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

GENERAL EDUCATION

Course	Credits	Sem./Yr.	Grade
*ENG 150	3		
*ENG 103	3		
*MAT	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

Course	Credits	Sem./Yr.	Grade
ESL 101	4		
ESL 102	4		
ESL 104	4		
ESL 105	3		
ESL 111	4		
ESL 112	4		
ESL 114	4		
ESL 115	3		

TOTAL CREDITS:

(28)

(33)

33

TOTAL CREDITS: 61

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

15 CREDITS**16 CREDITS****15 CREDITS****15 CREDITS**

OTHER ELECTIVES

[illegible]**TOTAL CREDITS:**

DEANS

Frederika de Yampert, Dean, Ph.D., M.S.N., R.N.

Cameron Williams, Associate Dean, D.P.T., P.T., M.S.

FACULTY

Pam Audette, Chair, Instructor, Medical Assistant, M.T., B.S.

Judy Crotty, Assistant Professor, Nursing, M.S.N., R.N.

Frederika de Yampert, Chair, 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., R.N.

Mary LaFave, Assistant Professor, Nursing, M.S.N., R.N.

Amber Letourneau, Assistant Professor, Nursing, B.S.N., R.N.

Mark Miron, Assistant Professor, Nursing, M.S.N., R.N.

Hilary Sproule, Associate Professor, and Academic Coordinator of Clinical Education,
Physical Therapist Assistant Program, P.T., M.H.S.A.

Ann Stein, Assistant Professor Nursing, M.S.N., R.N.

Lori Sullivan, Assistant Professor, Nursing, M.S.N., R.N.

Johnna Therrian, Assistant Professor, Nursing, M.S.N., R.N.

Jeanne Tikkanen, Clinical Instructor, Nursing, B.S.N., R.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 B.S.N. 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 students' intellectual growth and personal development. Students receive theory instruction in the classroom and clinical patient care experience 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 learn to be responsive to the changing multicultural health care needs of a global society. The broad theoretical base of knowledge and the high level of clinical competence provide Finlandia Nursing students a foundation for assuming the professional roles of leadership and practice in regional, national, and international health care settings. Nursing program graduates 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 development of leadership skills. Emphasized throughout the student experience are problem solving skills, scientific inquiry, ethics, teamwork, and 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 program 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 the 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 primary goal of the Medical Assistant program is to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. The Medical Assistant program prepares students to assist health care providers in a variety of settings, including private practice, hospitals, community clinics, and free-standing emergency and surgery centers. 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. Students actively participate in a competency-based curriculum, both within the classroom and through various clinical sites. Students engage in critical thinking activities, demonstrate cognitive, psychomotor, and affective competencies, and develop professional behaviors. Congruent with the mission of Finlandia University, graduates of the Medical Assistant program are dedicated to excellence, growth, and service in the practice of clinical and administrative medical assisting.

RADIOGRAPHY (A.A.S. — EXTENDED DEGREE PROGRAM)

Through 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. The collaborative approach of Finlandia University and the MGHS School of Radiography is designed to prepare students to function as proficient health care professionals who demonstrate 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 academic experience provides students with learning opportunities across a range of academic levels and interests. In the first year of the program, General Education (or pre-radiography) coursework is completed at Finlandia University. Following, 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 may be completed in Marquette or the western Upper Peninsula. Upon successful completion

of the Radiography curriculum, students are awarded an associate of applied science in Radiography from Finlandia University.

NOTE: Changes to the Finlandia University Radiography degree program are anticipated in the 2011-12 academic year, but were not finalized by the deadline for this publication. For the most current information, please contact the chair of the Radiography program at (906) 487-7306.

LEARNING OUTCOMES

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

NURSING (B.S.N.)

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 (2009). Program competencies serve as the exit outcomes for B.S.N. graduates and are leveled for each academic year within the Nursing major. The six core competencies for the B.S.N. 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. Upon completion of the program, the PTA graduate 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 professional 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 Assistant student progresses towards successful completion of each of the core competencies required for graduation from the 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, nonverbal, 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 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 program 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 the ability to apply the theories of radiologic sciences and techniques.

3. Citizenship: The Radiography graduate will demonstrate the professional behavior necessary to practice in a diverse environment.
4. Citizenship: The Radiography graduate will demonstrate the ability to practice radiation protection and safety for the patient, self, and others.
5. Critical and Creative Thinking: The Radiography graduate will demonstrate the ability to perform radiographic procedures, modifying each to accommodate for the patient or situation.
6. 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.
7. Cultural Heritage and Literacy: The Radiography graduate will demonstrate the clinical competencies necessary to provide care for a diverse population.
8. Concentration in Radiography: The Radiography graduate will demonstrate the ability to operate radiographic instrumentation and equipment.
9. Concentration in Radiography: The Radiography graduate will demonstrate the ability to process and competently assess diagnostic images.

ACCREDITATION

NURSING (B.S.N.)

The Michigan State Board of Nursing of the Michigan Department of Consumer and Industry Services, Board of Nursing, P.O. Box 30193, Lansing, Mich. 48909, (517) 335-0918, approves the Finlandia University 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.

PHYSICAL THERAPIST ASSISTANT (PTA)

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

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, Ill. 60660-3182.

PROGRAM, PROGRESSION, AND CLINICAL PRACTICE REQUIREMENTS

NURSING (B.S.N.)

Nursing Department policies are presented in the B.S.N. Student Handbook, which is distributed to students upon entry into the Nursing major in the sophomore year. Students interested in progressing to the Nursing major must file an application of interest with the Nursing Department during February of the academic 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-to-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, with grades of “B-” or better in MAT 140 and BIO 171/172.
3. Achieve a cumulative GPA at Finlandia University of 2.7 or better, or receive a GPA of 2.7 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. Nursing students are expected to pass a criminal history check prior to starting the clinical rotations. Students with questions regarding the background screening process are encouraged to meet with their advisor.
6. 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 to the Nursing major from pre-Nursing will receive an orientation packet in the semester prior to entry. The course requirements of the B.S.N. major are rigorous and will require more time and commitment than many other areas of study. In addition to the academic coursework, a clinical component is integrated throughout the final three years of the curriculum.

Attendance in both classes and clinical placements is mandatory. Each clinical nursing course requires a minimum of three hours of direct clinical experience per clinical semester credit hour per week; schedules will vary depending on the clinical assignment and/or clinical agency. Additional time is required for travel, clinical preparation, and study prior to and after clinical experiences. To graduate, students accepted into the Nursing major will complete three academic years and one required summer session, providing all courses are taken in sequence and satisfactorily completed.

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 from the Nursing Department.
3. Yearly documentation of a negative tuberculosis skin-test (2 step) or chest x-ray 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 comply with the dress code as outlined in the B.S.N. Student Handbook. Information regarding uniforms is also included in the B.S.N. 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 ON THE SUCCESSFUL COMPLETION OF THE FOLLOWING:

1. Students must earn the minimally accepted grade in each Nursing course as outlined in the B.S.N. 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 or averaged.
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 2.7 or above throughout the Nursing curriculum.
6. Students whose grades are below the required minimums at mid-term are expected 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 B.S.N. Student Handbook.

NURSING (RN-TO-BSN COMPLETION)

The instructional design of the RN-to-BSN curriculum is intended to meet the needs of the working, adult learner. Web-based, on-line instructional technologies are utilized in conjunction with a faculty-directed independent study plan to provide the flexibility needed for adult learner success. Students may complete the course requirements full-time or part-time. Full-time, the RN-to-BSN program can be completed in a minimum of four (4) full-time semesters. To receive the B.S.N. degree, program requirements must be completed within seven (7) years.

DEGREE REQUIREMENTS: Concordant with the B.S.N. 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 completion. To graduate, RN-to-BSN program 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 of BSN coursework at the 300-400 academic level.

In keeping with university policies, students receiving the B.S.N. 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 Finlandia University academic catalog.

Consistent with B.S.N. program progression policies, RN-to-BSN program students must maintain a minimum GPA of 2.7 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."

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 2.7 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 with the required grade expectations.

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 comprising of Nursing faculty and the department chair will review each completed portfolio. Approved portfolios will appear on the transcript as NUR 299 (Experiential Portfolio), with 24 credits earned. A full description of the process and required documents will be mailed 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 by 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 Michigan licensure requirements;
- Curriculum vitae-résumé reflecting work history and professional development;
- Three (3) letters of reference: two (2) professional and one (1) personal;
- Up-to-date health information and proof of immunizations (required for clinical practice);
- Up-to-date CPR card;

- Evidence of professional liability insurance (see Nursing Department for details);
- Professional goal statement (see Nursing Department for details); and
- Admission essay (see Nursing Department for details).

PHYSICAL THERAPIST ASSISTANT (A.A.S.)

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 GPA of a 2.7 (“B-”) in the following courses: BIO 171 and BIO 172. If the requirements are not met, 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. Required courses may be repeated only once.
2. Students must demonstrate professional behaviors and practices consistent with the Professional Behaviors Assessment as outlined in the PTA Student Handbook.

PARTICIPATION IN THE CLINICAL SETTING

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 Finlandia University PTA program has a strong clinical education component with an emphasis on rural health care experiences. During clinical education, PTA students complete 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.
2. Submit evidence of a recently 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 (2-step 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. 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 is 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. The cost of one lab coat is approximately \$30-\$40 and is the student’s responsibility.
6. A clear criminal background check must be obtained at least 30 days prior to entering the technical component of the program.

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 to the technical component. A limited number of eligible students are accepted to 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.

PROGRESSION CRITERIA: Progression into the technical component (second year) of the Medical Assistant program requires the following:

1. Successful completion of the first-year Medical Assistant curriculum with a minimum GPA of 2.5.
2. Successful completion of all required coursework with final grades of “C” or better. Required courses may be repeated only once.

ONCE ADMITTED TO 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 prerequisite courses must be successfully completed prior to entering the final externships.
3. Demonstrate the professional and academic behaviors as outlined in the Medical Assistant Student Handbook.

PARTICIPATION IN THE CLINICAL SETTING EXTERNSHIP REQUIRES THE FOLLOWING:

1. Written documentation of a current criminal history check 30 days prior to entry into the externship 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 (2-step), or chest x-ray, for tuberculosis.
4. Submit evidence of current training and certification in CPR and basic first aid.

5. Uniforms and attire that comply 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.

CAREER OPPORTUNITIES

NURSING (B.S.N.)

Case Management
 Community Health
 Critical Care
 Emergency Departments
 Home Health Care
 Hospice
 Hospitals
 Long Term Care
 Occupational Health
 Outpatient Clinics
 Physicians' Offices
 Red Cross
 Medical Obstetrics
 Oncology
 Orthopedics
 Outpatient Surgery
 Pediatrics
 Psychiatric/Mental Health Rehabilitation
 Research
 Schools
 Skilled Nursing Facilities
 Surgical
 Teaching

PHYSICAL THERAPIST ASSISTANT (A.A.S.)

Acute Care
 Adult Day Care
 Assisted Living Centers
 Burn Care
 Home Health Care
 Hospitals
 Industrial Rehabilitation
 Long Term Care
 Neurological Rehabilitation
 Medical and Surgical Rehabilitation
 Oncology
 Orthopedic Rehabilitation
 Outpatient Care
 Pediatric Rehabilitation
 Orthopedic and Sports Medicine
 Physical Fitness and Recreation Programs
 Private Practice
 Public Health Departments
 Schools and Educational Institutions
 Research
 Skilled Nursing Facilities
 Teaching
 Wellness Programs

MEDICAL ASSISTANT (A.A.S.)

Community Health Centers
 Hospitals
 Long Term Care Facilities
 Outpatient Clinics
 Ophthalmologists' Offices
 Optometrists' Offices
 Physicians' Offices
 Podiatrists' Offices
 Specialized Health Care Centers

RADIOLOGY (A.A.S.)

Commercial Sales
 Hospitals
 Industrial Health Clinics
 Long Term Care Facilities
 Outpatient Clinics
 Physician's Offices
 Veteran's Affairs
 Health Care Centers

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BACHELOR OF SCIENCE - NURSING - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS		(38)	NURSING PROGRAM REQUIREMENTS		(70)
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 203	Dosage Calculations I	1
*BIO 171	Anatomy and Physiology I	4	NUR 204	Introduction to Nursing Practice	6
*MAT 140 (or higher)	Intermediate Algebra	4	NUR 205	Application of Nursing Practice	2
*CIS 102 (or higher)	Intro. Computer Applications	3	NUR 206	Pathophysiology	3
REL/FNS	Religion or Finnish Studies Elective	3	NUR 300	Mental Health Nursing	6
+ Finlandia Core:			NUR 302	Maternal/Newborn Nursing	6
Citizenship	SOC 101 General Sociology (or higher)	6	NUR 304	Pediatric Nursing	6
Critical/Creative Thinking	PSY 101 General Psychology (or higher)	6	NUR 306	Diagnostics/Therapeutics	2
Cultural Heritage/Literacy	Two Thematic Courses	6	NUR 310	Adult Medical/Surgical Nursing	8
PROGRAM REQUIREMENTS OUTSIDE MAJOR		(18)	NUR 312	Nursing Theory	2
*BIO 172	Anatomy and Physiology II	4	NUR 318	Nursing Research/Statistics	3
BIO 273	Microbiology	4	NUR 400	Acute and Urgent Clinical Nursing (summer)	3
CHM 145	Chemistry for Living Systems	3	NUR 402	Nursing Management/Leadership	6
HSC 112	Medical Terminology	1	NUR 404	Issues in Professional Nursing	2
HSC 200	Nutrition in Health	3	NUR 406	Community Nursing	6
PSY 343	Growth and Development	3	NUR 408	Nursing Capstone	2
			^ NUR 301	Finlandia Connection	3

TOTAL CREDITS: 126

*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 one Cultural Heritage/Literacy Core requirement.

COLLEGE OF HEALTH SCIENCES

BACHELOR OF SCIENCE - NURSING - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER - FALL		16 CREDITS	SECOND SEMESTER - SPRING		15 CREDITS
*ENG 103	College English I	3	*BIO 172	Anatomy and Physiology II	4
*BIO 171	Anatomy and Physiology I	4	*MAT 140 (or higher)	Intermediate Algebra	4
CHM 145	Chemistry of Living Systems	3	*ENG 104	College English II	3
PSY 101 OR	General Psychology OR	3	SOC 101 OR	General Sociology OR	3
SOC 101	General Sociology	3	PSY 101	General Psychology	3
*CIS 102 (or higher)	Intro. to Computer Applications	3	HSC 112	Medical Terminology (Online)	1
THIRD SEMESTER - FALL		16 CREDITS	FOURTH SEMESTER - SPRING		15 CREDITS
NUR 200	Pharmacology	3	NUR 205	Application of Nursing Practice (clinic)	2
NUR 202	Health Assessment/Interviewing	3	NUR 206	Pathophysiology	3
NUR 203	Dosage Calculations	1	NUR 300	Mental Health Nursing	6
NUR 204	Intro. to Nursing Practice	6	BIO 273	Microbiology	4
HSC 200	Nutrition and Health	3	SIXTH SEMESTER - SPRING		16 CREDITS
SUMMER SEMESTER - SUMMER		3 CREDITS	NUR 306	Diagnostics/Therapeutics	2
^ NUR 301	Finlandia Connection	3	NUR 310	Adult Medical/Surgical Nursing	8
^ Elective Nursing course. Can satisfy one Cultural Heritage/Literacy Core requirement.			NUR 318	Nursing Research/Statistics	3
			Elective	Finlandia Core Elective	3
FIFTH SEMESTER - FALL		17 CREDITS	EIGHTH SEMESTER - SPRING		14 CREDITS
NUR 302	Maternal/Newborn Nursing	6	NUR 406	Community Nursing	6
NUR 304	Pediatric Nursing	6	NUR 408	Nursing Capstone	2
NUR 312	Nursing Theory	2	Elective	Finlandia Core Elective	3
PSY 343	Growth and Development	3	Elective	Finlandia Core Elective	3
SUMMER SEMESTER - SUMMER		3 CREDITS			
NUR 400	Acute and Urgent Clinical Nursing	3			
SEVENTH SEMESTER - FALL		14 CREDITS			
NUR 402	Nursing Management/Leadership	6			
NUR 404	Issues in Professional Nursing	2			
REL/FNS	Religion or Finnish Studies Elective	3			
Elective	Finlandia Core Elective	3			

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			NUR 200	3		
*ENG 104	3			NUR 202	3		
*BIO 171	4			NUR 203	1		
*BIO 172	4			NUR 204	6		
BIO 273	4			NUR 205	2		
CHM 145	3			NUR 206	3		
CIS	3			NUR 300	6		
HSC 112	1			NUR 301	3		
HSC 200	3			NUR 302	6		
*MAT	4			NUR 304	6		
PSY 101	3			NUR 306	2		
PSY 343	3			NUR 312	2		
SOC 101	3			NUR 318	3		
Citizenship	3			NUR 310	8		
Crit./Creat. Thinking	3			NUR 400	3		
Heritage/Literacy	3			NUR 402	6		
Heritage/Literacy	3			NUR 404	2		
REL/FNS	3			NUR 406	6		
				NUR 408	2		

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

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: _____

BACHELOR OF SCIENCE - NURSING, RN-TO-BSN COMPLETION - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS

Finlandia Foundations:

*ENG 103	College English I	(38)
*ENG 104	College English II	(20)
*BIO 171	Anatomy and Physiology I	3
*MAT 140 (or higher)	Intermediate Algebra	3
*CIS 102 (or higher)	Intro. to Computer Applications	4
REL/FNS	Religion or Finnish Studies Elective	4

+ Finlandia Core:

Citizenship	SOC 101 General Sociology (or higher)	(18)
Critical/Creative Thinking	PSY 101 General Psychology (or higher)	6
Cultural Heritage/Literacy	Two Thematic Courses	6

PROGRAM REQUIREMENTS OUTSIDE MAJOR

*BIO 172	Anatomy and Physiology II	(8)
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

NUR 343	Transition to Professional Practice	(24)
NUR 348	Nursing Research/Statistics	3
^ NUR 442	Nursing Management/Leadership	3
^ 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 2011-2012

<u>FALL SEMESTER</u> ++		<u>5-8 CREDITS</u>	<u>SPRING SEMESTER</u>		<u>5-8 CREDITS</u>
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
<u>SUMMER SEMESTER</u>		<u>3-6 CREDITS</u>	<u>SPRING SEMESTER</u>		<u>8 CREDITS</u>
Elective	Finlandia Core Elective	3	NUR 446	Community Nursing	6
Elective	Finlandia Core Elective	3	NUR 460	Nursing Capstone	2
<u>FALL SEMESTER</u>		<u>6-9 CREDITS</u>	++ Finlandia Foundation courses (20 credits) and the required program courses outside of the major (8) must be completed prior to initiating RN-to-BSN Completion course sequence. Note: See Nursing Department for details on alternate full-time and part-time options. Students		
NUR 442	Nursing Management/Leadership	6			
Elective	REL/FNS/Finlandia Core Elective	3			

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			#NUR 301	3		
*ENG 104	3			NUR 343	3		
*BIO 171	4			#NUR 345	2		
*BIO 172	4			#NUR 346	2		
BIO 273	4			#NUR 347	2		
*CIS 102	3			NUR 348	3		
*MAT	4			#NUR 349	2		
PSY 101	3			#NUR 350	2		
SOC 101	3			^ NUR 442	6		
Citizenship	3			^ NUR 446	6		
Crit./Creat. Thinking	3			NUR 460	2		
Heritage/Literacy	3						
Heritage/Literacy	3						
REL/FNS	3						
Pre. Clin. Coursework	30						
NUR 299	24						

#Select (2) Nursing electives for a total of 24 required Nursing program credits.

^ Requires a clinical component.

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

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 2011-2012

<u>GENERAL EDUCATION REQUIREMENTS</u>		(26)	<u>PTA REQUIREMENTS</u>		(38)
Finlandia Foundations:		(20)	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 CPT 202	Computer Applications	3	PTA 215	Therapeutic Modalities I	3
REL/FNS	Religion or Finnish Studies Elective	3	PTA 216	Therapeutic Modalities II	2
Finlandia Core:		(6)	PTA 217	Therapeutic Procedures	1
Citizenship	PHL 212 Ethics: Theory and Practice	3	PTA 220	Tests and Measures	1
Critical/Creative Thinking	PSY 101 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
			PTA 291	Clinical Education II (cont'd)	2
			PTA 292	Clinical Education III	4

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

**Required for students with fewer than 24 earned college-level credits.

TOTAL CREDITS: 73

ASSOCIATE IN APPLIED SCIENCE - PHYSICAL THERAPIST ASSISTANT - SUGGESTED COURSE SEQUENCE 2011-2012
SUGGESTED TWO-YEAR SCHEDULE
FIRST SEMESTER - FALL

		16 CREDITS
*ENG 103	College English I	3
*BIO 171	Anatomy and Physiology I w/ Lab	4
*MAT 140 (or higher)	Intermediate Algebra	4
PSY 101	General Psychology	3
PTA 101	Intro. to Physical Therapy	1
**UNS 100	Finlandia Success Seminar	1

THIRD SEMESTER - FALL

		18 CREDITS
PTA 200	Functional Anatomy	3
PTA 205	Functional Activities	1
PTA 210	Therapeutic Exercise	2
PTA 215	Therapeutic Modalities I	3
PTA 220	Tests and Measures	1
PTA 223	Clinical Preparation	2
PTA 224	Clinical Practice	4
HSC 260	Pathological Conditions	2

FIFTH SEMESTER - SUMMER

		6 CREDITS
PTA 291	Clinical Education II (cont'd)	2
PTA 292	Clinical Education III	4

SECOND SEMESTER - SPRING

		17 CREDITS
*ENG 104	College English II	3
BIO 172	Anatomy and Physiology II w/ Lab	4
HSC 112	Medical Terminology	1
PHL 212	Ethics: Theory and Practice	3
REL/FNS	Religion or Finnish Studies Elective	3
*CIS/CPT	CIS 102/202 or CPT 202	3

FOURTH SEMESTER - SPRING

		16 CREDITS
PTA 211	Clinical Orthopedics	2
PTA 217	Therapeutic Procedures	1
PTA 216	Therapeutic Modalities II	2
PTA 226	Clinical Prep. and Special Topics	2
PTA 235	Patient Handling and Massage	1
PTA 245	Neurologic Rehab. through the Lifespan	4
PTA 250	Geriatric PTA	2
PTA 290	Clinical Education I	2

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

**Required for students with fewer than 24 earned college-level credits.

GENERAL EDUCATION REQUIREMENTS (26)

Course	Credits	Sem./Yr.	Grade
Finlandia Foundations:			
*ENG 103	3		
*ENG 104	3		
*BIO 171	4		
*MAT	4		
*CIS/CPT	3		
REL/FNS	3		
Finlandia Core:			
PHL 212	3		
PSY 101	3		

PTA PROGRAM REQUIREMENTS OUTSIDE MAJOR (9)

BIO 172	4		
PTA 101	1		
HSC 112	1		
HSC 260	2		
**UNS 100	1		

PTA MAJOR REQUIREMENTS (38)

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: _____

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

**Required for students with fewer than 24 earned college-level credits.

ASSOCIATE IN APPLIED SCIENCE - PHYSICAL THERAPIST ASSISTANT - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS		(26)	PTA REQUIREMENTS		(38)
Finlandia Foundations:		(20)	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 CPT 202	Computer Applications	3	PTA 215	Therapeutic Modalities I	3
REL/FNS	Religion or Finnish Studies Elective	3	PTA 216	Therapeutic Modalities II	2
Finlandia Core:		(6)	PTA 217	Therapeutic Procedures	1
Citizenship	PHL 212 Ethics: Theory and Practice	3	PTA 220	Tests and Measures	1
Critical/Creative Thinking	PSY 101 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
			PTA 291	Clinical Education II (cont'd)	2
			PTA 292	Clinical Education III	4

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

**Required for students with fewer than 24 earned college-level credits.

TOTAL CREDITS: 73

ASSOCIATE IN APPLIED SCIENCE - PHYSICAL THERAPIST ASSISTANT - SUGGESTED COURSE SEQUENCE 2011-2012

SUGGESTED THREE-YEAR SCHEDULE

FIRST SEMESTER - FALL

		12 CREDITS
*ENG 103	College English I	3
*BIO 171	Anatomy and Physiology I w/ Lab	4
PSY 101	General Psychology	3
PTA 101	Intro. to Physical Therapy	1
**UNS 100	Finlandia Success Seminar	1

THIRD SEMESTER - FALL

		12 CREDITS
PTA 200	Functional Anatomy	3
PTA 220	Tests and Measures	1
HSC 260	Pathological Conditions	2
*CIS/CPT	CIS 102/202 or CPT 202	3
^ Elective	PSY 343 recommended	3

FIFTH SEMESTER - FALL

		12 CREDITS
PTA 205	Functional Activities	1
PTA 210	Therapeutic Exercise	2
PTA 215	Therapeutic Modalities I	3
PTA 223	Clinical Preparation	2
PTA 224	Clinical Practice	4

SEVENTH SEMESTER - SUMMER

		6 CREDITS
PTA 291	Clinical Education II (cont'd)	2
PTA 292	Clinical Education III	4

SECOND SEMESTER - SPRING

		12 CREDITS
*ENG 104	College English II	3
BIO 172	Anatomy and Physiology II	4
*MAT 140 (or higher)	Intermediate Algebra	4
HSC 112	Medical Terminology	1

FORTH SEMESTER - SPRING

		13 CREDITS
PTA 217	Therapeutic Procedures	1
PTA 235	Patient Handling and Massage	1
PTA 250	Geriatric PTA	2
PHL 212	Ethics: Theory and Practice	3
REL/FNS	Religion or Finnish Studies Elective	3
^ Elective	PSY 344 recommended	3

SIXTH SEMESTER - SPRING

		12 CREDITS
PTA 211	Clinical Orthopedics	2
PTA 216	Therapeutic Modalities II	2
PTA 226	Clinical Prep. and Special Topics	2
PTA 245	Neurologic Rehab. through the Lifespan	4
PTA 290	Clinical Education I	2

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

**Required for students with fewer than 24 earned college level credits.

^ Suggested elective course for student to qualify for full financial aid eligibility, not a PTA program requirement.

GENERAL EDUCATION REQUIREMENTS (26)

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 (9)

BIO 172	4		
PTA 101	1		
HSC 112	1		
HSC 260	2		
**UNS 100	1		

**Required for students with fewer than 24 earned college-level credits.

OPEN ELECTIVES CHECKLIST (6)

^ PSY 343	3		
^ PSY 344	3		

^ Suggested elective course for student to qualify for full financial aid eligibility, not a program requirement.

PTA MAJOR REQUIREMENTS (38)

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 - RADIOGRAPHY - ACADEMIC PROGRESS SHEET 2011-2012
EXTENDED DEGREE PROGRAM

GENERAL EDUCATION REQUIREMENTS		(26)	RADIOGRAPHY REQUIREMENTS		(60)
Finlandia Foundations:		(20)	**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)	Intro. to Computer Applications	3	**RAD 266	Clinical Practicum II	7
REL/FNS	Religion or Finnish Studies Elective	3	**RAD 267	Radiography Procedures II	6
Finlandia Core:		(6)	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 101 General Psychology	3	***RAD 363	Clinical Practicum III	4
PROGRAM REQUIREMENTS OUTSIDE MAJOR		(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.

ASSOCIATE IN APPLIED SCIENCE - RADIOGRAPHY - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER - FALL		16 CREDITS	SECOND SEMESTER - SPRING		18 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
CHM 145	Chemistry of Living Systems	3	HSC 112	Medical Terminology	1
*CIS 102 (or higher)	Intro. to Computer Applications	3	*MAT 140 (or higher)	Intermediate Algebra	4
^ PSY 101	General Psychology	3	^ PHL 212	Ethics: Theory and Practice	3
			REL/FNS	Religion or Finnish Studies Elective	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 elective course for student to qualify for full financial aid eligibility, not a PTA program requirement.

GENERAL EDUCATION REQUIREMENTS (26)

Course	Credits	Sem./Yr.	Grade
Finlandia Foundations:			
*ENG 103	3		
*ENG 104	3		
*BIO 171	4		
*MAT	4		
*CIS	3		
REL/FNS	3		
Finlandia Core:			
^ PSY 101	3		
^ PHL 212	3		

OTHER PROGRAM REQUIREMENTS (8)

BIO 172	4		
CHM 145	3		
HSC 112	1		

OTHER COURSES

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

^ Required for program

RADIOGRAPHY MAJOR REQUIREMENTS (60)

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: _____

ASSOCIATE IN APPLIED SCIENCE - MEDICAL ASSISTANT - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS		(26)	MEDICAL ASSISTANT PROGRAM REQUIREMENTS		(38)
Finlandia Foundations:			HEALTH SCIENCE COURSES:		(9)
*ENG 103	College English I	3	HSC 118	Medical Terminology for Health Care	3
*ENG 104	College English II	3	HSC 240	Pharmacology for Allied Health	2
*MAT 140 (or higher)	Intermediate Algebra	4	HSC 246	Law and Ethics for Health Professions	2
*BIO 171	Anatomy and Physiology I	4	HSC 260	Pathological Conditions	2
*CIS 102 (or higher)	Intro. Computer Applications	3	MEDICAL ASSISTANT COURSES:		(29)
REL/FNS	Religion or Finnish Studies Elective	3	MAS 205	MA Administrative Procedures	4
Finlandia Core:			MAS 210	Medical Insurance Billing and Coding	3
Citizenship	^ PHL 212 Ethics: Theory and Practice	3	MAS 212	Medical Transcription	2
Critical/Creative Thinking	^ PSY 101 General Psychology	3	MAS 221	MA Lab Procedures I	2
PROGRAM REQUIREMENTS OUTSIDE MAJOR		(8)	MAS 222	MA Clinical Procedures I	4
BIO 172	Anatomy and Physiology II	4	MAS 231	MA Lab Procedures II	3
BUS 201	Principles of Accounting I	3	MAS 232	MA Clinical Procedures II	3
**UNS 100	Finlandia Success Seminar I	1	MAS 241	MA Administrative Externship	4
			MAS 242	MA Clinical Externship	4

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

**Required for students with fewer than 24 earned college-level credits.

^Required for Medical Assistant program.

TOTAL CREDITS: 72

COLLEGE OF HEALTH SCIENCES

ASSOCIATE IN APPLIED SCIENCE - MEDICAL ASSISTANT - SUGGESTED COURSE SEQUENCE 2011-2012

FIRST SEMESTER - FALL

		18 CREDITS
*ENG 103	College English I	3
*MAT 140 (or higher)	Intermediate Algebra	4
*BIO 171	Anatomy and Physiology I w/ Lab	4
*CIS 102	Intro. Computer Applications	3
^ PSY 101	General Psychology	3
**UNS 100	Finlandia Success Seminar	1

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 Elective	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

GENERAL EDUCATION REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
Finlandia Foundations:			
*ENG 103	3		
*ENG 104	3		
*BIO 171	4		
*MAT	4		
*CIS	3		
REL/FNS	3		
Finlandia Core:			
^ PSY 101	3		
^ PHL 212	3		

OTHER PROGRAM REQUIREMENTS

BIO 172	4		
BUS 201	3		
**UNS 100	1		

OTHER COURSES

HEALTH SCIENCE COURSES

Course	Credits	Sem./Yr.	Grade
HSC 118	3		
HSC 240	2		
HSC 246	2		
HSC 260	2		

MEDICAL ASSISTANT 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 300/400-level courses.

** Required for students with fewer than 24 earned college-level credits.

^ Required for Medical Assistant program.

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DEAN

Denise Vandeville, M.F.A.

FACULTY

Yueh-mei Cheng, Professor, M.F.A.

Phyllis Fredendall, Professor, M.F.A.

Robert Grame, Associate Professor, M.F.A.

Paul Patrick Loduha, Associate Professor, M.F.A.

Denise Vandeville, Associate Professor, M.F.A.

PURPOSE

The purpose of the Finlandia University Art & Design program 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 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, including knowledge of raw materials and technical procedures, such as clays, glazes, and kiln firing;
- Understand the industrial applications of ceramic techniques; and
- 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.

FIBER/FASHION DESIGN

In the transition from academics to professional practice, Finlandia Fiber/Fashion Design students will be prepared to:

- Understand the elements and principles of design and apply them to fiber, fashion, and textile design;
- Understand the possibilities and limitations of materials and processes, including awareness of the potential and current uses of existing and developing materials, media and technologies, and production methods;
- 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; and
- Understand the relevance of design history, theory, and criticism from a variety of perspectives, including that 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;
- Understand the use of tools and technology, including their roles in the creation, reproduction, and distribution of visual messages;
- 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; and
- Make informed decisions about social and environmental issues, including ethical issues, concerning current graphic design, design production, and consumption.

INTEGRATED DESIGN: PRODUCT/INTERIOR/SUSTAINABLE

In the transition from academics to professional practice, Finlandia Integrated Design students will be prepared to:

- Address the design challenges of architectural interior spaces, including design of the form and function of the products used by people within the interior spaces;
- View current design challenges with the holistic perspective of a non-specialist, applying sustainable systems design that can adapt to the earth's natural cycles and systems;
- Apply design's creative problem solving processes to the design-related issues in the built-environment that complement a bioregional sense of place;
- Apply sustainable design principles with the highest ethical standards in addressing social and ecological impacts; and
- Combine the wisdom of nature and ecologically-sensitive technology—empowered by design seen as a meta-discipline—to integrate human activity with that of other life forms.

STUDIO ARTS: PAINTING/DRAWING/ILLUSTRATION

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;
- Communicate concepts and requirements to suppliers, current and prospective financiers, and clients;
- Make informed decisions about social and environmental issues, including ethical issues, concerning fine art production and consumption; and
- Understand the function of illustration in the design process, and develop the ability to demonstrate ideas with professional quality.

CROSS-CONCENTRATION

For the ISAD cross-concentration degree, a student chooses two pre-existing concentrations and combines them to create an individualized learning experience. The cross-concentration degree is offered 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 explaining the desire and rationale for a cross-concentration degree; and
- The curriculum for the combination of two concentrations will be evaluated by the respective faculty members on a case-by-case basis.

ACADEMIC REQUIREMENTS

Art & Design students considering study abroad opportunities must have a minimum 2.75 cumulative GPA and apply to and make arrangements with the dean of the International School of Art & Design. Students are encouraged to study at least one year of the Finnish language (or language of destination country) prior to departure.

CAREER OPPORTUNITIES

CERAMIC DESIGN

Ceramic Designer
Ceramic Sculptor
Ceramic Glaze Technician
Clay Body Technician
Production Potter
Teacher (additional training)

FIBER/FASHION DESIGN

Designer of: Accessories, Carpets, Fabric, Fashion, Industrial Textiles, Knitwear, Upholstery
Dye Specialist
Fiber Artist
Independent Garment Designer
Textile Consultant/Weaver
Textile Publication Designer

GRAPHIC DESIGN/DIGITAL ART

Advertisement Designer
Art Designer
Book and Magazine Designer
Corporate Identity Designer
Entertainment Designer
Graphic Designer
Packaging Designer
Signage Designer
Teacher (additional training)
Television Graphics Specialist

INTEGRATED DESIGN: PRODUCT/INTERIOR/SUSTAINABLE

Architectural Interior Design
Creativity Consultant
Exhibit Display Design
Furniture and Furniture Systems Design
Green Building Consultant
Human Factors Research
Product Design
Sustainable Systems Design
Toy and Game Design
Transportation Design

STUDIO ARTS: PAINTING/DRAWING/ILLUSTRATION

Advertising Illustrator
Architectural Illustrator
Art Gallery Owner/Director
Cartoonist
Children's Books Illustrator
Comic Book Designer/Illustrator
Commercial Artist
Computer Illustrator
Editorial/Newspaper Illustrator
Exhibits Installer
Greeting Card Designer
Installation Artist
Medical Illustrator
Painter/Illustrator
Public Art Artist
Teacher (additional training)
Wildlife Illustrator

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BACHELOR OF FINE ARTS - ACADEMIC PROGRESS SHEET 2011-2012

GENERAL EDUCATION REQUIREMENTS		(40)	GRAPHIC DESIGN		(35)
Finlandia Foundations:			ARD 227	Publications	3
*ENG 103	College English I	3	ARD 277	Professional Drawing — Concentration-specific	3
*ENG 104	College English II	3	ARD 311	Design Research Skills — Concentration-specific	2
*MAT 140 (or higher)	Intermediate Algebra	4	ARD 327	Graphic Design	3
*Science	Science and Lab	4	ARD 341	Package Design	3
ARD 127	Digital Imagery	3	ARD 370	Human Factors and Ergonomics	3
COM 108	Fundamentals of Public Speaking	2	ARD 427	Publications II	3
REL/FNS	Religion or Finnish Studies Elective	3	ARD 440	Multimedia Design	3
+ Finlandia Core:			ARD 499	Diploma Works — Concentration-specific	6
Citizenship	Two Thematic Courses	6	ARD _____	Art & Design Electives	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)	DIGITAL ART		(35)
HIS 103	History of Art I	3	ARD 221	Drawing Animation and Composition	3
HIS 203	History of Art II	3	ARD 222	Intermediate Studio	3
HIS 303	History of Art III	3	ARD 223	Digital Art Studio	3
HIS 406 OR	Design and Culture OR	3	ARD 240	Digital Modeling and Rendering	3
ARD 403	Contemporary Criticism	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
ART & DESIGN PROGRAM REQUIREMENTS		(35)	INTERGRATED DESIGN — PRODUCT/INTERIOR/SUSTAINABLE		(35)
ARD 101	Drawing Foundations	3	ARD 126	Sustainable Design Systems	3
ARD 102	Life Drawing	3	ARD 226	Design Studio I	3
ARD 173	Color and Composition	3	ARD 240	Digital Modeling and Rendering	3
ARD 211	Noetic Skills	2	ARD 263	Tech. Aspects of Materials I	3
ARD 276	Sculpture	3	ARD 277	Professional Drawing — Concentration-specific	3
ARD 329	Art & Design Project Management	3	ARD 311	Design Research Skills	2
ARD 395	Art & Design Project	3	ARD 336	Design Studio II	3
ARD 497	Diploma Works Preparation	1	ARD 363	Tech. Aspects of Materials II	3
ARD 498	Art & Design Internship or approved Art & Design Electives	6	ARD 370	Human Factors and Ergonomics	3
BUS 125	Art Business	3	ARD 446	Design Studio III	3
BUS 225	Web Portfolio and Internet Marketing	2	ARD 499	Diploma Works — Concentration-specific	6
BUS 325	Art Entrepreneurship	3	^ One cross-concentration Technical Aspects course may be substituted.		
STUDIES IN ART & DESIGN CONCENTRATION		(35)	STUDIO ARTS — DRAWING AND PAINTING		(35)
Choose one concentration from those listed on this sheet.			ARD 202	Life Drawing II	3
CERAMIC DESIGN		(35)	ARD 221	Drawing Animation and Composition	3
ARD 124	Ceramic Design I	3	ARD 222	Intermediate Studio	3
ARD 224	Ceramic Design II	3	ARD 223	Digital Art Studio	3
ARD 240	Digital Modeling and Rendering	3	ARD 273	Painting Fundamentals	3
ARD 277	Professional Drawing — Concentration-specific	3	ARD 277	Professional Drawing — Concentration-specific	3
ARD 311	Design Research Skills — Concentration-specific	2	ARD 311	Design Research Skills — Concentration-specific	2
ARD 360	Tech. Aspects of Ceramic Design	3	ARD 322	Advanced Studio I	3
ARD 370	Human Factors and Ergonomics	3	ARD 373	Painting II	3
ARD 424	Studio Practices in Ceramic Design I	3	ARD 422	Advanced Studio II	3
ARD 454	Studio Practices in Ceramic Design II	3	ARD 499	Diploma Works — Concentration-specific	6
ARD 460	Tech. Aspects of Ceramic Design II	3			
ARD 499	Diploma Works — Concentration-specific	6			
FIBER/FASHION DESIGN		(35)	STUDIO ARTS — ILLUSTRATION		(35)
ARD 205	Weaving and Off-loom Structures	3	ARD 202	Life Drawing II	3
ARD 225	Surface Design for Textiles	3	ARD 221	Drawing Animation and Composition	3
ARD 261	Tech. Aspects of Fiber/Fashion Design I	3	ARD 223	Digital Art Studio	3
ARD 277	Professional Drawing — Concentration-specific	3	ARD 227	Publications	3
ARD 311	Design Research Skills — Concentration-specific	2	ARD 245	Illustration Studio	3
ARD 354	Jacquard Design	3	ARD 273	Painting Fundamentals	3
ARD 370	Human Factors and Ergonomics	3	ARD 277	Professional Drawing — Concentration-specific	3
ARD 461	Tech. Aspects of Fiber/Fashion Design II	3	ARD 311	Design Research Skills — Concentration-specific	2
ARD 425	Studio Practices in Fiber/Fashion I	3	ARD 345	Illustration Studio II	3
ARD 465	Studio Practices in Fiber/Fashion Design II	3	ARD 445	Illustration Studio III	3
ARD 499	Diploma Works — Concentration-specific	6	ARD 499	Diploma Works — Concentration-specific	6

TOTAL CREDITS: 122

INTERNATIONAL SCHOOL OF ART & DESIGN

BACHELOR OF FINE ARTS - SUGGESTED COURSE SEQUENCE 2011-2012

FRESHMAN – FALL SEMESTER

ARD 101	Drawing Foundations	3
ARD 127	Digital Imagery	3
ARD 173	Color and Composition	3
*ENG 103	College English I	3
Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3

SOPHOMORE – FALL SEMESTER

ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
Gen Ed. Elective	Theme-based Gen. Ed. Elective	3
COM 108	Fundamentals of Public Speaking	2
HIS 103	History of Art I	3

JUNIOR – FALL SEMESTER

ARD 329	Art & Design Project Management	3
ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
BUS 125	Art Business	3
Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3

SENIOR – FALL SEMESTER

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
Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3

FRESHMAN – SPRING SEMESTER

ARD 102	Life Drawing I	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

SOPHOMORE – SPRING SEMESTER

ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
*CHM 131	Chemistry of Artists Materials	4
HIS 203	History of Art II	3
Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3

JUNIOR – SPRING SEMESTER

ARD 395	Art & Design Project	3
ARD _____	Concentration Course	3
ARD _____	Concentration Course	3
REL/FNS	Religion or Finnish Studies Elective	3
Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3

SENIOR – SPRING SEMESTER

ARD 498 OR	Art & Design Internship OR	6
ARD _____	Approved Art & Design Electives	6
ARD 499	Diploma Works	6
HIS 406 OR	Design and Culture OR	3
ARD 403	Contemporary Criticism	3

GENERAL EDUCATION REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
*ENG 103	3	_____	_____
*ENG 104	3	_____	_____
*MAT _____	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

Course	Credits	Sem./Yr.	Grade
HIS 103	3	_____	_____
HIS 203	3	_____	_____
HIS 303	3	_____	_____
HIS 406 OR	3	_____	_____
ARD 403	3	_____	_____

ART & DESIGN PROGRAM REQUIREMENTS

Course	Credits	Sem./Yr.	Grade
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

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
TOTAL CREDITS:							_____

DEAN

Terry Monson, Ph.D.

FACULTY

Rekha Ambardar, Assistant Professor, Marketing, M.B.A., M. A.

Marilyn Clark, Assistant Professor, Management, and Outreach Coordinator, M.B.A.

Sharon Cuffe, Assistant Professor, Accounting, M.B.A.

Mary Jane Hatton, Assistant Professor, Management, M.P.A.

Terry Monson, Professor, Economics, Ph.D.

Chris Salani, Assistant Professor, Sports Management, M.S.

ISB MISSION

The International School of Business provides a liberal arts-based, practicum-oriented undergraduate business education. The program incorporates an integrative approach in keeping with today's dynamic business environment. It works collaboratively with other Finlandia programs and with the local community to establish networks of knowledge and resources, promote successful business and entrepreneurial ventures, and support the university mission.

ISB VISION

The ISB curriculum focuses on a distinctive mix of business fundamentals, practical applications, and integrative experiences that prepare graduates to thrive in today's dynamic business environment.

PURPOSE

With a focus on small- to medium-sized businesses, the ISB prepares undergraduate students for business-related careers. The BBA core of classes provides a solid foundation in accounting, business law, economics, finance, management, marketing, and technology. Advanced coursework adds depth of knowledge in one of seven business concentrations. The ISB faculty is devoted to teaching. Many professors have prior business experience, and all work closely with students to guide them through the educational experience.

The ISB believes that the greatest rewards come to those who understand and practice sound business leadership skills for the benefit of employers and employees, customers, and other stakeholders. Teaching those leadership skills comprises the foundation of the BBA curriculum.

DEGREE PROGRAMS

There are three options for the bachelor of business administration (B.B.A.) degree: a traditional four-year program; a 2+2 BBA in Applied Management for students with associate degrees in non-business professional fields; and a B.B.A. in Applied Management for those who wish to complete a second bachelor degree to complement a non-business field of study. A minor in Business is also available to students completing other Finlandia degree programs.

SECOND DEGREE BACHELOR OF BUSINESS ADMINISTRATION IN APPLIED MANAGEMENT. This Applied Management B.B.A. degree is an option for students currently enrolled in other Finlandia University bachelor degree programs and for those who have completed bachelor degrees in non-business fields, either at Finlandia or another accredited college or university. Typically, requirements can be completed in one to two years.

2+2 BACHELOR OF BUSINESS ADMINISTRATION IN APPLIED MANAGEMENT.

The 2+2 Applied Management B.B.A. is intended for students who have completed an associate degree or a two- or three-year college program in a non-business, professional area of study. For these students, the B.B.A. is meant to complement their professional studies and expand career options to include administrative or management careers in their fields. Typically, two years of study beyond the associate degree are needed to complete its requirements.

MINOR IN BUSINESS. The Business minor provides non-Business majors with a basic understanding of business principles that may be useful in their careers or for entrance to MBA programs. The business minor requires the completion of 21 credits.

BACHELOR OF BUSINESS ADMINISTRATION. Most ISB students pursue the traditional four-year B.B.A. degree, which requires completion of Finlandia's General Education requirements, the Business Core (required of all BBA students), 18-21 credits of free electives, and 21-24 credits in one of the following business concentrations:

- **ACCOUNTING:** Accounting is the language and foundation of every business. Accountants are in high demand, they typically earn incomes in the top five percent of the community in which they live, and an accounting career has strong upward career potential. The roles of accountants in preparing and communicating financial information are crucial to decision-making in domestic and international businesses, governmental agencies, and other organizations.
- **ARTS MANAGEMENT:** Developed by the ISB and Finlandia's International School of Art & Design, the Arts Management concentration is for students who wish to pursue management careers in arts-related enterprises. The concentration's requirements add to the B.B.A. an arts background and the fundamental business skills needed to move into administrative or management careers related to the arts.
- **CRIMINAL JUSTICE:** At Finlandia, both the ISB and the Suomi College of Arts & Sciences (SCAS) offer criminal justice degrees. The ISB's Criminal Justice concentration is for those who desire to move into criminal justice administration as their law enforcement careers advance. It is also good preparation for law school and for careers in financial criminal investigation.
- **INTERNATIONAL BUSINESS:** The International Business concentration is for students who wish to work with multinational firms. The concentration's requirements provide the liberal arts foundation needed to understand the complexities and cultural differences of an increasingly global marketplace. International Business students will study international business, marketing, and economics, a foreign language, and courses that lead to an understanding of international affairs.
- **MANAGEMENT AND ENTREPRENEURSHIP:** This versatile concentration opens the door to careers as varied as branch managers, service managers, human resource managers, departmental managers, account managers, materials managers, plant managers, quality managers, continuous improvement coordinators, and catalog managers.

- **MARKETING:** Marketing is an ideal choice for students who like to interact with people, are intrigued by human behavior, and like being rewarded for what they do. Marketing applies the principles of psychology, sociology, technology, anthropology, and business to the challenge of determining what people will buy. Marketing careers may focus on general marketing strategy, marketing research, new product development, product and brand management, customer relations, promotion and advertising, e-commerce marketing, consumer behavior, planning, and sports- and arts-related event marketing.
- **SPORTS MANAGEMENT:** The Sports Management B.B.A. concentration applies business principles to the sports industry. Career opportunities include managing community sports programs, sports facilities, or other athletic-related entities, working in ticketing and financial operations, sporting goods sales, direct sports marketing and promotions efforts, or providing academic services for student athletic programs. A sports management career is competitive, but rewarding, and offers opportunities to work in a fast-paced setting with others who love sports. Many jobs will require an advanced graduate sports management degree.

BACHELOR OF BUSINESS ADMINISTRATION - ACADEMIC PROGRESS SHEET 2011-2012**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	College Algebra	4
*Science	Science and Lab	4
*CIS 202	Intermediate 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.

+ In consultation with your advisor, select from the list of courses that fulfill Finlandia's theme-based General Education core curriculum in this academic catalog.

BUSINESS ADMINISTRATION MAJOR**(63-66)**

Finlandia's Business Administration major provides career opportunities in accounting, criminal justice, international business, management, and entrepreneurship, marketing, and sports management. The Business program prepares graduates to make an impact in small to medium-sized business settings. 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**(42)**

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 271	Principles of Management	3
BUS 332	Business Finance	3
BUS 345	Principles of Marketing	3
BUS 361	Business Law	3
Senior Experience: Select one of these options		
BUS 488 AND	Business Strategies AND	3
BUS 489 OR	Senior Project in Business OR	3
**BUS 498	Business Internship/Overseas Study	6

BUSINESS CONCENTRATIONS**(21-24)**

Choose one minor below.

ACCOUNTING**(24)**

BUS 301	Intermediate Accounting I	3
BUS 302	Intermediate Accounting II	3
BUS 315	Cost Accounting	3
BUS 324	Income Tax Accounting	3
BUS 326	Managerial Accounting	3
BUS 401	Advanced Accounting	3
BUS 420	Auditing	3
BUS 411 OR	Financial Management OR	3
BUS 481	Quantitative Methods in Bus. Decision-Making	3

ARTS MANAGEMENT**(22)**

ARD 100	Introduction to Visual and Plastic Arts	3
ARD 211	Noetic Skills	3
ARD 311	Design Research Skills	3
ARD 329	Art & Design Project Management	3
ARD 403	Contemporary Criticism	3
BUS 125	Art Business	3
BUS 240	eBusiness	3
HIS 303	History of Art III	3

CRIMINAL JUSTICE**(21)**

CRJ 101	Introduction to Criminal Justice	3
CRJ 104	Police Operations OR CRJ 140 Corrections	3
CRJ 201	Criminal Investigations I	3
CRJ 205	Criminal Law	3
CRJ 208	Criminal Procedures	3
SOC 312	Criminology	3
CRJ ____	Criminal Justice Elective	3

INTERNATIONAL BUSINESS**(21)**

BUS 388	International Business	3
BUS 448	International Marketing	3
ECN 331	Global Economy	3
^ Language	Foreign Language	6

Note: B.B.A.-Criminal Justice concentration courses are the same as those for the B.A. in Liberal Studies: Criminal Justice.

—**INTERNATIONAL STUDENTS:** Select 6 credits of COM or ENG in addition to General Education requirements.

—**NATIVE ENGLISH-SPEAKING STUDENTS:** Select 6 credits of foreign language in addition to General Education requirements.

ELECTIVES**(6)**

—**INTERNATIONAL STUDENTS:** Select any 2 United States-related or English language-related ENG, GEO, HIS, PLS, or REL courses.

—**NATIVE ENGLISH-SPEAKING STUDENTS:** Select any 2 internationally-related GEO, FNS, HIS, PLS, REL, or SOC courses.

MANAGEMENT AND ENTREPRENEURSHIP**(21)**

BUS 235	Leadership and Team Skills	3
BUS 381	Human Resource Management	3
BUS 386	Organizational Behavior	3
BUS 435 OR	Entrepreneurship OR	3
BUS 481	Quant. Methods in Bus. Decision- making	3
BUS 488	Business Strategies (if not taken as part of BBA core)	3

ELECTIVES**(6-9)**

Select two (three if BUS 488 taken as part of student's BBA core) from: BUS 307, BUS 350, BUS 392, BUS 411, BUS 435, BUS 447, BUS 481, ECN 351.

MARKETING**(21)**

BUS 235	Leadership and Team Skills	3
BUS 240	e-Commerce	3
BUS 346	Advertising	3
BUS 447	Marketing for Small Businesses	3

ELECTIVES**(9)**

Select three from: BUS 350, BUS 351, BUS 381, BUS 386, BUS 435, BUS 448, BUS 481, PSY/SOC 353, PSY/SOC 354, COM 201, COM 250, ARD 127, ARD 173, ARD 227, ARD 311, ARD 327.

SPORTS MANAGEMENT**(21)**

BUS 351	Sports Marketing	3
BUS 374	Principles of Sports Management	3
BUS 452	Sports Law	3
BUS 453	Athletic Admin. and International Sport	3
BUS 454	Facility and Game Event Management	3

ELECTIVES**(6)**

Select two 300-400 level BUS or ECN courses.

OPEN ELECTIVES**(18-21)**

At least 3 credits of open electives must be at the 300-level or above and completed at Finlandia University.

TOTAL CREDITS: 124

**The ISB Dean must approve the course of study.

^ Students are advised to include additional foreign language credits. The ISB has arrangements with other colleges and universities that allow Finlandia students to complete intensive summer language courses that, as transfer credits, will satisfy thematic or open elective requirements. See the ISB dean for details.

BACHELOR OF BUSINESS ADMINISTRATION - SUGGESTED COURSE SEQUENCE 2011-2012

Please see your advisor for sequencing of courses within your business concentration during your sophomore, junior, and senior years.

FRESHMAN - FALL SEMESTER

		16 CREDITS
*ENG 103	College English I	3
*MAT 145	College Algebra	4
BUS 138	Fundamentals of Business	3
*CIS 202	Interm. Computer Applications	3
Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3

SOPHOMORE - FALL SEMESTER

		15 CREDITS
BUS 201	Principles of Accounting I	3
Science OR	Science and Lab OR	4
Concen./Elective	BUS Concentration OR Free Elective	3
Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3
Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3
REL/FNS	Religion or Finnish Studies Elective	3

JUNIOR - FALL SEMESTER

		18 CREDITS
BUS 332	Business Finance	3
BUS 345	Principles of Marketing	3
ECN 231	Microeconomics	3
Concen./Gen. Ed.	BUS Concentration or Gen. Ed.	3
Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3
Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3

SENIOR - FALL SEMESTER

		15 CREDITS
BUS 488	Business Strategies	3
Concen./Elective	BUS Concentration OR Free Elective	3
Concentration	BUS Concentration	3
Concentration	BUS Concentration	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3

FRESHMAN - SPRING SEMESTER

		15 CREDITS
*ENG 104	College English II	3
Science	Science and Lab	4
COM 108	Fundamentals of Public Speaking	2
BUS 141	Business Communication	3
*CIS 202 OR	Computer Applications OR	3
Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3

SOPHOMORE - SPRING SEMESTER

		15 CREDITS
BUS 202	Principles of Accounting II	3
BUS 212	Business Ethics	3
BUS 271	Principles of Management	3
MAT 201	Probability and Statistics	3
Gen. Ed Elective	Theme-based Gen. Ed. OR Free Elective	3

JUNIOR - SPRING SEMESTER

		15 CREDITS
BUS 361	Business Law	3
ECN 232	Macroeconomics	3
Concen./Elective	BUS Concentration OR Free Elective	3
Concen./Elective	BUS Concentration OR Free Elective	3
Gen. Ed. Elective	Theme-based Gen. Ed. Elective	3

SENIOR - SPRING SEMESTER

		15 CREDITS
BUS 489 AND	Senior Project in Business AND	3
Concen./Elective OR	BUS Concentration or Free Elective OR	3
#BUS 498	Business Internship/Overseas Study	6
Concen./Elective	BUS Concentration OR Free Elective	3
Concen./Elective	BUS Concentration OR Free Elective	3
Concen./Elective	BUS Concentration OR Free Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

GENERAL EDUCATION REQUIREMENTS (40)

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
*ENG 103	3		
*ENG 104	3		
COM 108	2		
*MAT 145	4		
*Science	4		
*CIS	3		
REL/FNS	3		
Citizenship	3		
Citizenship	3		
Crit./Creat. Thinking	3		
Crit./Creat. Thinking	3		
Heritage/Literacy	3		
Heritage/Literacy	3		

BBA CORE REQUIREMENTS (42)

<u>Course</u>	<u>Credits</u>	<u>Sem./Yr.</u>	<u>Grade</u>
ECN 231	3		
ECN 232	3		
MAT 201	3		
BUS 138	3		
BUS 141	3		
BUS 201	3		
BUS 202	3		
BUS 212	3		
BUS 271	3		
BUS 332	3		
BUS 345	3		
BUS 361	3		
BUS 488 AND 489	3		
OR	3		
BUS 498	6		

BBA CONCENTRATION (MINOR) CHECKLIST (21-24)

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

OPEN ELECTIVES CHECKLIST (18-21)

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

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

#BUS 498 may also be completed in the summer semester prior to the senior year, or the fall semester of the senior year. See your advisor to adjust your course schedule accordingly.

TOTAL CREDITS: _____

DEGREE: SECOND DEGREE BACHELOR OF BUSINESS ADMINISTRATION

Finlandia's second degree BBA is designed for Finlandia students currently pursuing a non-business degree at Finlandia University who wish to add business to their educational background. It is also for students who have already completed a non-business bachelor's degree at Finlandia or another accredited institution, and who wish to pursue a business education. The second degree BBA prepares graduates to make an impact in small to medium-sized business settings. The greatest rewards come to those who understand and practice sound business leadership skills for the benefit of employees, customers and other stakeholders.

REQUIREMENTS

1. Students must earn at least 36 academic credits at Finlandia University, of which 30 must be numbered at the 300-level or above.
2. Students must satisfy Finlandia's 40-credit General Education requirements, including MAT 145 College Algebra (4 credits) and CIS 202 Intermediate Computer Applications (3 credits). Transfer credits and/or credits completed at Finlandia University may be used to satisfy these requirements.
3. Students must complete Finlandia's 42-credit Business Core through transfer credit and/or credit earned at Finlandia University. Transfer credits can represent no more than 21 semester credits of lower division Business Core courses.

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	College Algebra	4
*Science	Science and Lab	4
*CIS 202	Interm. Computer Applications	3
REL/FNS	Religion or Finnish Studies Elective	3

+ Finlandia Core:

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

BUSINESS ADMINISTRATION CORE MAJOR**(42)**

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 271	Principles of Management	3
BUS 332	Business Finance	3
BUS 345	Principles of Marketing	3
BUS 361	Business Law	3
Senior Experience: Select one of these options		
BUS 488 AND	Business Strategies AND	3
BUS 489	Senior Project	3
OR		
BUS 498	Business Internship/Overseas Study	6

BUSINESS ELECTIVES**(36)**

As needed to satisfy 36 credits earned at Finlandia, of which 30 must be numbered at the 300 level or above.

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

+ In consultation with your advisor, select from the courses that fulfill Finlandia's theme-based General Education core curriculum as listed in this academic catalog.

TOTAL CREDITS: 36-82**GENERAL EDUCATION AND PROGRAM CHECKLIST****GENERAL EDUCATION REQUIREMENTS (40)**

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		

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

BBA CORE REQUIREMENTS (42)

Course	Credits	Sem./Yr.	Grade
ECN 231	3		
ECN 232	3		
MAT 201	3		
BUS 138	3		
BUS 141	3		
BUS 201	3		
BUS 202	3		
BUS 212	3		
BUS 271	3		
BUS 332	3		
BUS 345	3		
BUS 361	3		
BUS 488	3		
BUS 488 AND 489	3		
OR	3		
BUS 498	6		

BUSINESS ELECTIVES

(As needed to satisfy 36 credits earned at Finlandia: 30 of these credits must be numbered at the 300-level or above)

Course	Credits	Sem./Yr.	Grade	Course	Credits	Sem./Yr.	Grade
Total Credits							

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2+2 BACHELOR OF BUSINESS ADMINISTRATION - APPLIED MANAGEMENT - ACADEMIC PROGRESS SHEET 2011-2012

^ GENERAL EDUCATION REQUIREMENTS		(40)	^ BUSINESS ADMINISTRATION CORE MAJOR		(42)
Finlandia Foundations:			ECN 231	Microeconomics	3
*ENG 103	College English I	3	ECN 232	Macroeconomics	3
*ENG 104	College English II	3	MAT 201	Probability and Statistics	3
*COM 108	Fundamentals of Public Speaking	2	BUS 138	Fundamentals of Business	3
MAT 145	College Algebra	4	BUS 141	Business Communications	3
*Science	Science and Lab	4	BUS 201	Principles of Accounting I	3
CIS 202	Interm. Computer Applications	3	BUS 202	Principles of Accounting II	3
REL/FNS	Religion or Finnish Studies Elective	3	BUS 212	Business Ethics	3
+ Finlandia Core:			BUS 271	Principles of Management	3
Citizenship	Two Thematic Courses	6	BUS 332	Business Finance	3
Critical/Creative Thinking	Two Thematic Courses	6	BUS 345	Principles of Marketing	3
Cultural Heritage/Literacy	Two Thematic Courses	6	BUS 361	Business Law	3
*Must be successfully completed before taking 300/400-level courses.			Senior Experience: Select one of these options		
+ In consultation with your advisor, select from courses that fulfill Finlandia's theme-based General Education core curriculum as listed in this academic catalog. Students are advised to select as many 300/400-level courses as possible.			BUS 488 AND 489	Business Strategies	3
^ Courses completed for an associate degree may satisfy many of the 2+2 B.B.A. requirements.			OR	Senior Project	3
			BUS 498	Business Internship/Overseas Study ¹	6
			PROFESSIONAL COURSES		(30)
			Course completed in the associate degree program major field.		
			OPEN ELECTIVES		(12)
			NOTE: All open electives should be 300- or 400-level courses so that the combined associate degree and 2+2 B.B.A. program credits result in at least 30 credits of 300- and 400-level courses. Note also that 2+2 B.B.A. Core requirements include only 15 credits of 300- and 400-level courses.		

TOTAL CREDITS: 124

INTERNATIONAL SCHOOL OF BUSINESS

2+2 BACHELOR OF BUSINESS ADMINISTRATION - APPLIED MANAGEMENT - SUGGESTED COURSE SEQUENCE 2011-2012

See your advisor for sequencing of courses within your Business concentration during your junior and senior years.

<u>JUNIOR - FALL SEMESTER</u>		<u>16 CREDITS</u>	<u>JUNIOR - SPRING SEMESTER</u>		<u>15 CREDITS</u>
(9 Business Core, 7 Gen. Ed. Credits)			(15 Business Core Credits)		
BUS 138	Fundamentals of Business	3	MAT 201	Probability and Statistics	3
BUS 201	Principles of Accounting I	3	BUS 141	Business Communication	3
BUS 345	Principles of Marketing	3	BUS 202	Principles of Accounting II	3
MAT 145	College Algebra	4	BUS 212	Business Ethics	3
CIS 202	Interm. Computer Applications	3	BUS 271	Principles of Management	3
<u>SENIOR - FALL SEMESTER</u>		<u>15 CREDITS</u>	<u>SENIOR - SPRING SEMESTER</u>		<u>15 CREDITS</u>
(9 Business Core, 6 Gen. Ed. Credits)			(9 Business Core, 6 Gen. Ed. Credits)		
BUS 332	Business Finance	3	BUS 489	Senior Project	3
BUS 488	Business Strategies	3	BUS 361	Business Law	3
ECN 231	Microeconomics	3	ECN 232	Macroeconomics	3
Gen. Ed. Core	Theme-based Gen. Ed. Elective	3	Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3
Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3	Gen. Ed./Elective	Theme-based Gen. Ed. OR Free Elective	3

GENERAL EDUCATION AND PROGRAM CHECKLIST

^ GENERAL EDUCATION REQUIREMENTS (40)				^ BBA CORE REQUIREMENTS (42)			
<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			ECN 231	3		
*ENG 104	3			ECN 232	3		
*COM 108	2			MAT 201	3		
MAT 145	4			BUS 138	3		
*Science	4			BUS 141	3		
CIS 202	3			BUS 201	3		
REL/FNS	3			BUS 202	3		
+ Citizenship	3			BUS 212	3		
+ Citizenship	3			BUS 271	3		
+ Crit./Creat. Thinking	3			BUS 332	3		
+ Crit./Creat. Thinking	3			BUS 345	3		
+ Heritage/Literacy	3			BUS 361	3		
+ Heritage/Literacy	3			BUS 488 AND 489	3		
				OR	3		
				BUS 498	6		

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

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

[^] Courses completed for an associate degree may satisfy many of the 2+2 B.B.A. requirements.

+ In consultation with your advisor, select from courses that fulfill Finlandia's theme-based General Education core curriculum as listed in this academic catalog. Students are advised to select as many 300/400-level courses as possible.

OPEN 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 _____

NOTE: All open electives should be 300- or 400-level courses so that the combined associate degree and 2+2 B.B.A. program credits result in at least 30 credits of 300- and 400-level courses. Note that 2+2 B.B.A. Core requirements include only 15 credits of 300- and 400-level courses.

ANTHROPOLOGY

ANT 263 CULTURAL ANTHROPOLOGY (3)

Using a comparative approach students will learn about a variety of different cultures in the world and will gain basic knowledge about patterns of cultural similarities and differences. Subjects range from tribal politics and economies, to the evolution of sex, love, and marriage, the nature of religion, and the origins, development, and diversity of human cultures. Offered as needed.

ART & DESIGN

ARD 100 INTRODUCTION TO VISUAL AND PLASTIC ARTS (3)

Introduces students to several art and design disciplines and examines how they are interrelated through applied work using various mediums and techniques. Fall semesters.

ARD 101 DRAWING FOUNDATIONS (3)

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. Fall semesters.

ARD 102 LIFE DRAWING I (3)

Emphasis on accurate drawing of the human form using a wide variety of media, and focusing on proportion, problems of foreshortening, and anatomy. Spring semesters.

ARD 124 CERAMIC DESIGN I (3)

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. Spring semesters.

ARD 126 SUSTAINABLE DESIGN SYSTEMS (3)

Introduces students to an evolving array of alternative design systems that are based on a philosophical paradigm shift toward Earth-awareness and environmental stewardship. Also contains a design studio component in which students select a specific sustainable design system and use it to address a particular design problem. Fall semesters.

ARD 127 DIGITAL IMAGERY (3)

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. Fall and spring semesters.

ARD 160 ART APPRECIATION FOR NON-ART MAJORS (3)

Involves the student in an examination of the visual arts from a variety of cultures and time periods, with a focus on developing a personal aesthetic vocabulary. By looking at painting, sculpture, photography, film, music, fashion, and design, we will study how the visual arts impacted society, and how society influenced the art being made. Explores visual elements to enhance the student's understanding of the power and purpose of art. Spring semesters.

ARD 173 COLOR AND COMPOSITION (3)

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. Fall semesters.

ARD 202 LIFE DRAWING II (3)

Students develop a greater understanding of anatomy and skeletal structure through applied study of the figure through drawing. Fall semesters. Prerequisite: ARD 102.

ARD 205 WEAVING AND OFF-LOOM STRUCTURES (3)

Students discover fiber structure through sampling construction methods, including twining, coiling, knitting, crocheting, knotting, and weaving. Emphasis on loom preparation, drafting graphics, basic structures. 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. Fall semesters.

ARD 211 NOETIC SKILLS (2)

Though necessary for survival, left-brain focus too often undermines right-brain spontaneous creativity, generative lateral thinking, and intuitive response. We will expose blocks to creativity, demystify inspired innovation and identify strategies to aid in unlearning pattern thinking in order to access one's unique creative response to any and all challenges in art, in design, in life. Spring semesters.

ARD 221 DRAWING ANIMATION AND COMPOSITION (3)

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. Spring semesters. Prerequisite: ARD 101 or ARD 173.

ARD 222 INTERMEDIATE STUDIO (3)

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. Spring semesters. Prerequisite: ARD 101 and ARD 173.

ARD 223 DIGITAL ART STUDIO (3)

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. 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 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. Spring semesters. Prerequisites: ARD 101 and ARD 127.

ARD 224 CERAMIC DESIGN II (3)

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. Fall semesters.

COURSE DESCRIPTIONS

ARD 225 SURFACE DESIGN FOR TEXTILES (3)

This studio course covers the application of design elements to textiles. Through dyeing, printing, and surface embellishment methods, students create original yardage for home, garment and fine art. Motif development, color theory, textile history, and individual expression are emphasized. Spring semesters. Prerequisites: ARD 101 and ARD 173.

ARD 226 DESIGN STUDIO I (3)

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. Spring semesters.

ARD 227 PUBLICATIONS (3)

An introduction to production and pre-press requirements for printed work. 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. Fall semesters. Prerequisite: ARD 127.

ARD 240 DIGITAL MODELING AND RENDERING (3)

Students learn three-dimensional modeling and rapid prototyping techniques as applied to product development and the production process. Beyond learning the basics of surface modeling and rendering, students will be challenged to use the software as a tool in their chosen field. Spring semesters. Prerequisite: ARD 127.

ARD 245 ILLUSTRATION STUDIO I (3)

Students work through the process of illustration with a specific reproduction purpose. In the conceptualization process for visual communication, students build up abilities in the use of research, reference material, models and props for illustration, and develop skills in composition and value/color correspondence through exercise and the thumbnail process. Survey of professional media skills and techniques is provided throughout the course. Spring semesters. Prerequisite: ARD 221 or ARD 273.

ARD 261 TECHNICAL ASPECTS OF FIBER AND FASHION DESIGN I (3)

This introduction to garment design includes both flat-pattern drafting and draping methods. Students develop designs through sketch ideating. Understanding of fabric structure and fiber content inform the process and results. Students machine and hand-sew their final designs. Participation in a student fashion show is part of the class. Spring semesters.

***ARD 263 TECHNICAL ASPECTS OF MATERIALS I (3)**

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. Spring semesters. *One cross-concentration Technical Aspect course may be substituted.

ARD 273 PAINTING FUNDAMENTALS (3)

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. Fall semesters. Prerequisite: ARD 101 or ARD 173.

ARD 276 SCULPTURE (3)

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. Spring semesters.

ARD 277 PROFESSIONAL DRAWING (3)

Professional drawing is used to describe proposed but as yet non-existing design concepts. 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. Fall semesters. Prerequisite: ARD 101.

ARD 311 DESIGN RESEARCH SKILLS (2)

Good design requires competent design research. Knowing how to ask the right questions precedes looking for answers. In an age of too much information a good designer seeks quality research information to integrate human behavior with ecological preservation. Spring semesters.

ARD 322 ADVANCED STUDIO I (3)

The student continues exploration and mastery of 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, the student develops the use of conceptual and narrative skills in the problem solving process with emphasis on pictorial composition and use of color theory. Fall semesters. Prerequisite: ARD 222 or ARD 273.

ARD 323 DIGITAL ANIMATION STUDIO (3)

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 them find their artistic "voices." Class assignments focus on artistic technique and editorial content based on personal, cultural, historical, and societal perceptions and observations. Spring semesters. Prerequisite: ARD 127.

ARD 327 GRAPHIC DESIGN (3)

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. Spring semesters. Prerequisite: ARD 227.

ARD 329 ART & DESIGN PROJECT MANAGEMENT (3)

Students learn project management skills and how to apply design thinking and the design process in the management of an art and design project. Students learn how to identify and set a project scope and objective as well as how to manage time and communicate professionally with a client or customer. Students can choose an entrepreneurial project and learn about opportunity recognition, market analysis, and how to develop a business idea through the basics of a business plan. Fall semesters.

ARD 336 DESIGN STUDIO II (3)

The second full design studio for the Sustainable Design, Product Design, and Interior Design concentrations. 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 level of research, conceptualization, and 'real-world' response. Fall semesters.

ARD 341 PACKAGE DESIGN (3)

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. Fall semesters. Prerequisite: ARD 327.

ARD 345 ILLUSTRATION STUDIO II (3)

Focused on book illustration. The whole process of storybook or picture book illustration is introduced. Each student actualizes a book on chosen literature, which interprets the theme into illustrations. By working with a variety of media, students develop conceptual and narrative skills. Students are challenged to create pictures that communicate the original meanings and information of the literature to a mass audience effectively with impact and style. Fall semesters. Prerequisite: ARD 245.

ARD 354 JACQUARD DESIGN (3)

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. Spring semesters. Prerequisites: ARD 205 and ARD 225.

ARD 360 TECHNICAL ASPECTS OF CERAMIC DESIGN (3)

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, ceramic kilns, and equipment operating principles. Fall semesters.

***ARD 363 TECHNICAL ASPECTS OF MATERIALS II (3)**

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. Spring semesters. *One cross-concentration Technical Aspects course may be substituted.

ARD 370 HUMAN FACTORS AND ERGONOMICS (3)

Students study the interface between humans and the built environment. Course work includes the study of anthropometrics, ergonomics, proxemics, 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. Fall semesters.

ARD 373 PAINTING II (3)

Continuation of the concepts approached in Painting Fundamentals. Intermediate problems in painting will be handled with an emphasis on individual expression based on historical and contemporary concerns and approaches in art. Students are encouraged to explore different painting methods and practice critical thinking by examining the work of other artists in both past and present times. Fall semesters. Prerequisite: ARD 273.

ARD 395 ART & DESIGN PROJECT (3)

Deepens the skills learned in ARD 329. Emphasis on individual professional development and the production of 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. Spring semesters. Prerequisite: ARD 329.

ARD 403 CONTEMPORARY CRITICISM (3)

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. Spring semesters. Prerequisite: HIS 303.

ARD 422 ADVANCED STUDIO II (3)

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. Spring semesters. Prerequisite: ARD 322.

ARD 423 DIGITAL ANIMATION STUDIO II (3)

Focused on the techniques of animating with Flash and other supporting software. This class is project-based and will give students experience in making detailed animations that can be used in any environment — from the web, to kiosks, to television commercials. Spring semesters. Prerequisite: ARD 323.

ARD 424 STUDIO PRACTICES IN CERAMIC DESIGN (3)

Advanced problem solving related to the process of creating ceramics. The aesthetics of clay as an expressive medium are explored. Spring semesters. Prerequisites: ARD 224 and ARD 360.

ARD 425 STUDIO PRACTICES IN FIBER/FASHION DESIGN (3)

Students will continue study of design and fiber structure in weaving, knitting and other systems and combined processes. Fall semesters. Prerequisites: ARD 205 and 225.

COURSE DESCRIPTIONS

ARD 427 PUBLICATIONS II (3)

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. Spring semesters. Prerequisite: ARD 227.

ARD 440 MULTIMEDIA DESIGN (3)

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. Fall semesters. Prerequisite: ARD 341.

ARD 445 ILLUSTRATION STUDIO III (3)

Students are expected to develop a focus that is personal, well informed, and articulate. The semester is dedicated to working in the chosen focus to develop an artistic vision that embraces one's background, philosophy and environment. Student's work is a series that leads to the final senior project expressing refined individual illustration style. Students must complete the projects and prepare digital portfolios and presentations. Spring semesters. Prerequisite: ARD 345.

ARD 446 DESIGN STUDIO III (3)

The third and final project-based studio course in the Integrated (Product/Interior/Sustainable) Design Studio sequence. 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. Fall semesters.

ARD 454 STUDIO PRACTICES IN CERAMIC DESIGN II (3)

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 as well as the role of ceramic art in the 21st century will be explored. Spring semesters. Prerequisites: ARD 360 and ARD 424.

ARD 460 TECHNICAL ASPECTS OF CERAMIC DESIGN II (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. Fall semesters. Prerequisite: ARD 360.

ARD 461 TECHNICAL ASPECTS OF FIBER/FASHION DESIGN II (3)

Students continue study of design and fiber structure in weaving and other structures, garment and surface design. Individual projects emphasize the technical aspects taking full advantage of the studio facilities. Spring semesters. Prerequisite: ARD 261.

ARD 465 STUDIO PRACTICES IN FIBER/FASHION DESIGN II (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 advanced development of the student's individual area of focus in fiber design leading to Diploma Works. Fall semesters. Prerequisite: ARD 425.

ARD 497 DIPLOMA WORKS PREPARATION (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. Fall semesters.

ARD 498 ART & DESIGN INTERNSHIP (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. Fall and spring semesters.

ARD 499 DIPLOMA WORKS (6)

This is an intensive class in which the student researches, develops, and completes a final diploma works project with the supervision of faculty. Topics and requirements vary according to the student's focus. A paper and support materials that document the development of the work are required. Spring semesters. Prerequisites: ARD 311, ARD 329, ARD 395, and ARD 497.

BIOLOGY

BIO 100 PRE-PROFESSIONAL CAREER PREPARATION SEMINAR (1)

Introduction to various health career options, including dentistry, medicine (human and veterinary), optometry, physical therapy, et al. Discusses required course work and entrance examinations for these fields. Activities will include guest speakers, interviews, and site visits, as well as a study of the requirements for the student's particular area of interest. Fall semesters. Pass/fail only.

BIO III CONCEPTS IN BIOLOGY (4)

Focuses on concepts of modern biology. Topics include diversity of organisms, characteristics of life, cell structure and function, photosynthesis and respiration, cell reproduction, patterns of inheritance, DNA and gene expression, and exploration of the scientific method. Includes laboratory. Fall and spring semesters.

BIO 113 ORGANISMAL BIOLOGY (4)

Uses an evolutionary approach to explore the classification, structure, and function of living organisms. Topics include phylogeny and taxonomy, evolutionary mechanisms, inheritance, diversity of living organisms, and the morphology and physiology of plants and animals. Includes laboratory. Fall semesters.

BIO 171 ANATOMY AND PHYSIOLOGY I (4)

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. Fall semesters. Prerequisite BIO 111 or instructor permission.

BIO 172 ANATOMY AND PHYSIOLOGY II (4)

Continuation of BIO 171. Body systems studied include endocrine, cardiovascular, lymphatic, respiratory, digestive, renal, and reproductive. Includes laboratory. Spring semesters. Prerequisite: BIO 171.

BIO 273 MICROBIOLOGY (4)

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. Spring semesters. Prerequisite: BIO 113, BIO 172, or BIO 211.

BIO 300 ECOLOGY AND THE ENVIRONMENT (4)

Outlines the theoretical and empirical aspects of ecology starting with the nature and history of the discipline. Topics include the elements of populations, biotic interactions, communities, and ecosystems. Includes laboratory. Fall semesters even years. Prerequisite: BIO 113 or instructor permission.

BIO 350 TOPICS IN BIOLOGY (3)

Opportunity to explore aspects of the field of biology not dealt with extensively in other Biology courses. Topics may include Biochemistry, Genetics, Biostatistics, and Cellular Biology. Prerequisite: Junior standing and instructor permission.

BIO 499 SENIOR CAPSTONE PROJECT IN BIOLOGY (3)

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. Offered as needed. Prerequisites: Senior status and instructor permission.

BUSINESS**BUS 125 ART BUSINESS (3)**

Introduces students to aspects of business within the art industry and prepares them to develop a professional artist's statement, résumé, and portfolio. Students will develop a conversational knowledge of galleries and artist opportunities such as commissions, grants, and residencies. Presentations, critiques, criticism, and rejection will also be covered. Fall semesters.

BUS 138 FUNDAMENTALS OF BUSINESS (3)

Provides an overview of business, management, and entrepreneurship; students gain a basic understanding of the process of establishing a new business, the environment in which a business operates, the operational components and functions of a business, and the essentials of small business. Fall and spring semesters.

BUS 141 BUSINESS COMMUNICATIONS (3)

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. Spring semesters. Prerequisite: ENG 103.

BUS 201 PRINCIPLES OF ACCOUNTING I (3)

Covers the basic concepts, principles, and procedures of accounting. Major topics include the accounting cycle, accounting for merchandising business, internal controls used in business, accounting for cash, receivables, inventory, liabilities, long-term assets, accounting for corporations, and conceptual framework of generally accepted accounting principles. Fall semesters. Prerequisite: MAT 140.

BUS 202 PRINCIPLES OF ACCOUNTING II (3)

Builds upon BUS 201, emphasizes the uses and users of accounting information. Major topics include fixed and intangible assets, current liabilities, payroll calculations, accounting for partnerships, corporations, long-term liabilities, cash flow activities, financial statement analysis, and an introduction to managerial accounting concepts. Spring semesters. Prerequisite: BUS 201.

BUS 212 BUSINESS ETHICS (3)

Focuses on ethical questions in the professional practice of business, and the relationships between professionals and clients, management, employees, stakeholders, and customers. Students analyze 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. Spring semesters. Prerequisite: Sophomore standing.

BUS 225 WEB PORTFOLIO AND INTERNET MARKETING (2)

Teaches basic website construction skills; the role of online portfolios in the art industry today and develops a working knowledge of Internet sales and marketing tools such as listserve, PayPal, and online sales sites. Spring semesters.

BUS 235 LEADERSHIP AND TEAM SKILLS (3)

Introduces students to leadership styles and traits and provides self-assessment activities for them to learn more about their leadership abilities. Provides students with readings and activities to engage them in the leadership process as well as foster teams that work together on a class project. Fall and spring semesters. Prerequisite: Sophomore standing.

BUS 240 E-BUSINESS (3)

Explores e-business from a managerial perspective, the Internet's impact on business, the principles and concepts of doing business on the Web, new media-focused marketing, operational transformation, formation of electronic markets, the digital economy, and principles of website planning and design. Fall semesters. Prerequisite: CIS 202.

BUS 271 PRINCIPLES OF MANAGEMENT (3)

Examines the history, evolution and function of management in the 21st century. Classical theory through postmodern theory is examined in case studies. Students learn how management goals and strategies are set, attained and maintained using best practices. Covers topics such as business law, human resource management, and production management. Spring semesters. Prerequisite: Sophomore standing.

BUS 301 INTERMEDIATE ACCOUNTING I (3)

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. Fall semesters. Prerequisite: BUS 202.

BUS 302 INTERMEDIATE ACCOUNTING II (3)

Builds upon BUS 301. Topics include current liabilities, long-term investments, and stockholder equity. Spring semesters. Prerequisite: BUS 301.

BUS 307 MANAGEMENT INFORMATION SYSTEMS (3)

Introduces students to the role that IT systems play in managing information as a resource, and to the use of IT information for competitive advantage. Topics include IT's relationship to organizational design and business strategies, identification of opportunities for improvement in the work environment, innovative uses of current technologies to leverage those opportunities, and issues of ethics, privacy protection, and security management. Offered as needed. Prerequisite: CIS 202.

BUS 315 COST ACCOUNTING (3)

Studies how managers use accounting information 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. Fall semesters. Prerequisite: BUS 202.

BUS 324 INCOME TAX ACCOUNTING (3)

An introduction to the study of federal income tax laws and how they apply to individuals, partnerships, and corporations. Fall semesters. Prerequisite: BUS 202.

COURSE DESCRIPTIONS

BUS 325 ART ENTREPRENEURSHIP (3)

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 art business practices and terminology as they apply to new or existing small-scale business ventures. Fall semesters. Prerequisite: BUS 125.

BUS 326 MANAGERIAL ACCOUNTING (3)

Focuses on how accountants provide information to managers who direct and control an organization's operations. Spring semesters. Prerequisite: BUS 301.

BUS 332 BUSINESS FINANCE (3)

Presents the basic principles of the acquisition, financing and management of assets, building on the foundation of time value of money and valuation of securities, and introduces the techniques of capital budgeting and the cost of capital. Fall semesters. Prerequisite: BUS 201.

BUS 345 PRINCIPLES OF MARKETING (3)

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. Fall semesters. Prerequisite: Sophomore standing.

BUS 346 ADVERTISING (3)

Prepares students to develop marketing, advertising, and public relations strategies for their 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. Presents practical techniques, as opposed to theory, to help students understand business fundamentals as they immediately apply them to new or existing small-scale business ventures. Spring semesters beginning 2013. Prerequisite: BUS 345.

BUS 350 TOPICS IN BUSINESS (3)

Investigates aspects of business not covered or only lightly touched on in other business courses. Topics vary depending upon the instructor. Offered as needed.

BUS 351 SPORTS MARKETING (3)

Applies the principles of promotion and marketing for college and high school athletics, professional sports, corporate fitness clubs, and resorts. Spring semesters. Prerequisite: BUS 345.

BUS 361 BUSINESS LAW (3)

Examines legal terminology, contracts, agencies, partnerships, corporations, property, negotiable instruments, sales, court proceedings, federal laws, and business ethics from the perspective of their relevance and importance in today's organizations. Students participate in activities that teach them how to manage a business legally with high ethical and moral standards. Spring semesters. Prerequisite: Sophomore standing.

BUS 374 PRINCIPLES OF SPORTS MANAGEMENT (3)

Analyzes effective management strategies and the knowledge associated with pursuing a career in sports management. Emphasizes fundamental sports management principles and skills and information on current issues. Introduces students to sports management career opportunities and sports principles as they relate to leadership style, communication, and motivation. Fall semesters. Prerequisite: BUS 271.

BUS 381 HUMAN RESOURCE MANAGEMENT (3)

Explores effective human resources management in the dynamic legal, social, and economic environments of public and private organizations. Topics include federal statutes that influence the recruitment, selection, training, and development of organizational members. Various performance appraisal systems are studied along with examining changing benefits and compensation packages. Fall semesters. Prerequisite: BUS 271.

BUS 386 ORGANIZATIONAL BEHAVIOR (3)

An interdisciplinary study of the variables that affect both the formal and the informal culture within an organization. These include employee motivation, team dynamics, and work performance. Examines leadership from the perspective of how it shapes and sustains the organization's customs and mores. Spring semesters. Prerequisite: BUS 271.

BUS 388 INTERNATIONAL BUSINESS (3)

Studies international business structures from licensing to joint ventures; the role of culture in conducting international business; the operation of foreign exchange markets; international trade regulations; import-export financing; international capital markets; and management of accounting, economic, and political risk. Spring semester odd years. Prerequisite: ECN 331.

BUS 392 PRODUCTION AND OPERATIONS MANAGEMENT (3)

Provides students with a sound understanding of the concepts, techniques, and applications of contemporary production and operations management; discusses needs for improvement in quality and productivity to meet current and future demands; and examines production and operations as they relate to international competitiveness and survival in the global marketplace. Fall semesters. Prerequisite: BUS 271.

BUS 401 ADVANCED ACCOUNTING (3)

Examines the specialized issues, problems, practices, and skills required when accounting for business combinations, including preparation of consolidated financial statements for organizations that are wholly- and/or partially-owned subsidiary operations, transactions associated with international operations, and partnership accounting. Fall semester even years. Prerequisite: BUS 302.

BUS 411 FINANCIAL MANAGEMENT (3)

Introduces students to corporate financial analysis and decision-making by building on fundamental financial concepts; incorporates the principles of risk/return ratio analysis techniques to corporate finance; covers working capital management, capital structure and intermediate and long-term financing. Offered as needed. Prerequisite: BUS 332.

BUS 420 AUDITING (3)

Studies the attest functions of public accounting. Topics include professional ethics, generally accepted auditing standards, internal control, and the design of audit programs. Spring 2012 then spring odd years. Prerequisite: BUS 302.

BUS 435 ENTREPRENEURIAL LEADERSHIP (3)

Introduces students to the entrepreneurship process. Provides a thorough analysis of the entrepreneurial process, including coupling motivation with accurate and timely information, a solid business idea, an effective business plan, and sound execution to maximize chances of success. Spring semesters. Prerequisite: BUS 271.

BUS 447 MARKETING FOR SMALL BUSINESS (3)

Incorporates current theory and practice relating to starting, managing, and marketing small firms; provides comprehensive coverage of critical small business issues, using real-world examples to help students understand how to apply business concepts for small companies; incorporates material to help students explore small business issues with respect to marketing, financial management, and human resource management. Spring semesters. Prerequisite: BUS 345.

BUS 448 INTERNATIONAL MARKETING (3)

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. Fall semesters beginning 2012. Prerequisite: BUS 345.

BUS 452 SPORTS LAW (3)

Surveys legal issues affecting sports-related activities, 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. Fall semesters. Prerequisite: BUS 361.

BUS 453 ATHLETIC ADMINISTRATION AND INTERNATIONAL SPORT (3)

Introduces the management of amateur athletics, including review of the organizational structures of intercollegiate athletic departments, conferences, and the NCAA. Analyzes, in light of an expanding global sport industry, the organization and management of international sport, including the European "Club" structure and Olympic movements. Spring semesters. Prerequisite: BUS 374.

BUS 454 FACILITY AND GAME EVENT MANAGEMENT (3)

Offers an overview of the operation, management, and financing of public and private assembly facilities, including arenas, coliseums, and stadiums and the elements of managing sport games and events. Fall semesters. Prerequisite: BUS 374.

BUS 481 QUANTITATIVE METHODS FOR BUSINESS DECISION-MAKING (3)

Studies decision models, network models, forecasting models, and linear programming and presents simulations of various problems encountered by smaller businesses. Uses Excel spreadsheets extensively. Spring semesters. Prerequisite: MAT 145.

BUS 488 BUSINESS STRATEGY (3)

Students analyze how each major business function is integrated into a particular business. Requires students to synthesize their knowledge and create better, more positive strategies for business success. Spring 2012 then fall semesters. Prerequisites: BUS 271 and BUS 345.

BUS 489 SENIOR PROJECT IN BUSINESS (3)

Students or student teams work on projects related to material in BUS 488. They prepare papers and presentations based upon their project experiences that demonstrate their capacities to synthesize and apply knowledge from an organizational perspective. Spring semesters beginning 2013. Prerequisite: BUS 488.

BUS 498 BUSINESS INTERNSHIP (6)

Students work for individual employers 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. With the dean's approval of courses, this course may also be used for overseas study. Fall and spring semesters. Prerequisite: Junior or senior standing.

BUS 499 SENIOR THESIS OR PROJECT IN BUSINESS (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. Offered as needed. Prerequisites: Senior standing and instructor permission.

CHEMISTRY**CHM 115 GENERAL CHEMISTRY I (4)**

Designed for science and pre-professional health majors. Topics include measurement, atomic theory and structure, electronic configuration, stoichiometry, chemical bonding, thermochemistry, states of matter, aqueous solutions and some descriptive chemistry. Includes laboratory. Fall semester odd years. Prerequisite: MAT 145.

CHM 116 GENERAL CHEMISTRY II (4)

Designed for science and pre-professional health majors. Topics include kinetics, equilibrium, thermodynamics, acids and bases, ionic equilibria, electrochemistry, nuclear chemistry, and some descriptive chemistry. Includes laboratory. Spring semester even years. Prerequisite: CHM 115.

CHM 121 CHEMISTRY AND SOCIETY (4)

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. Discusses chemistry in the context of significant societal issues, such as clean air and water, global climate change, acid rain, ozone depletion, and biotechnology. Includes laboratory. Spring semester odd years.

CHM 131 CHEMISTRY OF ARTISTS' MATERIALS (4)

Covers basics of chemistry concepts, including elements, compounds, atoms, chemical bonding, the periodic table, acid-base and oxidation-reduction reactions, and basic inorganic and organic chemistry. These chemistry topics 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. Spring semesters. Art and Design students only or instructor permission.

CHM 145 CHEMISTRY OF LIVING SYSTEMS (3)

Focuses on the chemical basis of biological processes. Surveys general, organic, and biochemistry. Specific topics include atomic and molecular structure, chemical change, organic compounds, proteins, carbohydrates, lipids, metabolism, and hormones. Fall semesters. Prerequisites: Two years of high school science, BIO 111, or instructor permission.

COMPUTER INFORMATION SYSTEMS**CIS 102 INTRODUCTORY COMPUTER APPLICATIONS (3)**

Provides an overview of how computers work, computer terminology and concepts, and the use of a computer as a tool in various disciplines and extensive coverage of the use of Microsoft Office® software for problem solving and decision-making, including Word, Excel, Access, and PowerPoint. Students create

COURSE DESCRIPTIONS

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. Fall and spring semesters.

CIS 202 INTERMEDIATE COMPUTER APPLICATIONS (3)

Builds on CIS 102; covers 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. Fall and spring semesters.

CIS 350 TOPICS IN COMPUTER INFORMATION SYSTEMS (3)

Covers the use of the Internet as a resource and common software packages frequently used for Internet problem-solving and decision-making. Offered as needed.

COMMUNICATION

COM 101 INTRODUCTION TO COMMUNICATION (3)

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. Fall semesters.

COM 108 FUNDAMENTALS OF PUBLIC SPEAKING (2)

Preparation and delivery of informative and persuasive speeches in the classroom and beyond. Basic rhetorical principles to enrich understanding, analysis of professional speeches to inform, speaking and listening competencies, and the practice of sound ethics. Fall and spring semesters.

COM 201 MASS COMMUNICATION AND NEW MEDIA (3)

The history of mass communication theories and impacts, including agenda setting, politics, and social change, as well as the relationships among emerging communication technologies and communication theories. Fall semesters.

COM 250 SPECIAL TOPICS IN COMMUNICATION (3)

This course gives students an opportunity to gain an introductory level of understanding of major fields within communication. Topics may include Interpersonal Communication and Internet Journalism. Fall semester even years.

COM 282 WEB DESIGN I (3)

Introduces the student to the basic principles of web design using HTML/XHTML and CSS. An emphasis is placed on semantic design, usability, accessibility, and project-based learning. Spring semester odd years.

COM 288 RHETORIC AND PERSUASION (3)

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. Spring semesters.

COM 320 INTERCULTURAL COMMUNICATION (3)

Knowledge and skills necessary to succeed in today's multicultural and globally interconnected world. Readings will cover topics such as the impact of technology on intercultural understanding and important ethical and social issues relating to intercultural communication. Offered as needed. Prerequisite: COM 101 or SOC 101.

COM 322 COMMUNICATION, CULTURE, AND COMMUNITY (3)

Examines the role of communication in the formation and maintenance of community experience. Explores the role of public space, the ways people experience community, and the challenges people face as they come together. Through ethnography and service learning, critically examines issues of representation in participation, conflict, and commitment. Spring semester odd years. Prerequisite: COM 101.

COM 350 SPECIAL TOPICS IN COMMUNICATION (3)

Provides students an opportunity for in-depth exploration of an aspect of the field of communication not dealt with extensively in other communication courses. Topics may include communication and the environment and video journalism. Fall semester odd years. Prerequisite: COM 101.

COM 375 RESEARCH IN COMMUNICATION (3)

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. Spring semester even years. Prerequisite: COM 101.

COM 382 WEB DESIGN II (3)

Project-based course that builds on the web design fundamentals of COM 282. Focuses on standards-based, accessible and semantic web design. Students will work in teams while engaging in the process of planning, designing and creating a professional Web site for a client. Topics include pre-production planning, client relations, design plans, semantic markup, standards-based web design, diverse technologies, the role of social media, implementing server-side applications and dynamic content. Spring semester even years. Prerequisite: COM 282 with a grade of C- or higher.

COM 497 PRESENTATION AND PORTFOLIO (3)

Provides students an opportunity to create a professional portfolio and enhance their professional presentation skills. Offered as needed. Prerequisite: Senior status and instructor permission. Must be taken concurrently with COM 499.

COM 499 SENIOR CAPSTONE PROJECT IN COMMUNICATION (3)

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. Offered as needed. Prerequisites: Senior status and instructor permission. Must be taken concurrently with COM 497.

COMPUTER TECHNOLOGY

CPT 202 DIGITAL APPLICATIONS AND TECHNOLOGIES FOR LIFE (3)

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. Fall and spring semesters.

CRIMINAL JUSTICE

CRJ 101 INTRODUCTION TO CRIMINAL JUSTICE (3)

Covers the traditional components of the criminal justice system including police, courts, and corrections, along with general influences of community, family, legislation, and victims' rights groups on the criminal justice system. Fall semesters.

CRJ 104 POLICE OPERATIONS (3)

The roles and responsibilities of the police officer during the activity of patrol. 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. Spring semesters.

CRJ 140 CORRECTIONS (3)

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. Spring semesters.

CRJ 201 CRIMINAL INVESTIGATION I (3)

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. Fall semesters. Prerequisites: CRJ 101 and CRJ 104 or CRJ 140, or instructor permission.

CRJ 203 CLIENT GROWTH AND DEVELOPMENT (3)

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. Fall semesters.

CRJ 205 CRIMINAL LAW (3)

The elements, purposes, and functions of criminal law. Also covers 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. Fall semesters. Prerequisite: CRJ 101 or instructor permission.

CRJ 208 CRIMINAL PROCEDURES (3)

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. Spring semesters. Prerequisite: CRJ 205 or instructor permission.

CRJ 210 PROFESSIONAL COMMUNICATIONS IN CRIMINAL JUSTICE (3)

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. Spring semester odd years. Prerequisite: CRJ 101 or instructor permission.

CRJ 240 CORRECTIONAL INSTITUTIONS (3)

Examines 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. Fall semesters. Prerequisite: CRJ 140.

CRJ 241 CLIENT RELATIONS (3)

The meaning and function of culture, attitude formation, and the impact of discrimination as it relates to correction clients. Also addresses professional responsiveness to correctional populations. Spring semesters. Prerequisite: CRJ 140.

CRJ 250 TOPICS IN CRIMINAL JUSTICE (3)

Provides the opportunity to gain an introductory level of understanding of major fields within criminal justice. Topics may include private security, emergency management, murder in the U.S., critical issues in policing, and sex crimes. Spring semesters.

CRJ 301 CRIMINAL INVESTIGATION II (3)

Expands on the concepts learned in Criminal Investigations I, especially as it relates to the collection and preservation of evidence. Lab-based course. Fall semester even years. Prerequisite: CRJ 201.

CRJ 304 COMMUNITY POLICING (3)

Community policing involves a rethinking of the role of the police and a restructuring of a police organization. Emphasizes the community/police collaboration, interpersonal skills, dealing with diversity, interacting with special needs populations, and coordinated crime prevention efforts in the community. Spring semester even years. Prerequisite: CRJ 104.

CRJ 340 LEGAL ISSUES IN CORRECTIONS (3)

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. Spring semester odd years. Prerequisite: CRJ 140.

CRJ 350 TOPICS IN CRIMINAL JUSTICE (3)

In-depth exploration of 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. Fall semester odd years. Prerequisite: CRJ 101 or instructor permission.

CRJ 499 SENIOR CAPSTONE PROJECT IN CRIMINAL JUSTICE (3)

Students prepare a 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. Offered as needed. Prerequisites: Senior status and instructor permission.

DRAMA**DRM 113, 114, 213, 214, 313, 314 THEATER PRODUCTION (3)**

Students participate in all phases of the production of a Finlandia University play. Class activities typically involve cooperation with children and adults in the community. Fall and spring semesters.

DRM 250 TOPICS IN THEATER (1-3)

Offers students an opportunity to explore a fine arts sub-genre or theme not covered in regular survey courses. Offered as needed.

ECONOMICS**ECN 231 MICROECONOMICS (3)**

Studies the choices that individuals, businesses, governments, and societies make when coping with scarcity. Topics include supply and demand, market structures, production and cost concepts, labor markets, and the government's role in the economy. Fall semesters. Prerequisite: MAT 140.

ECN 232 MACROECONOMICS (3)

Begins with overview of market operation, then studies a nation's macro-economy, including measurement of production, price level, and employment, theories of how a macro-economy functions, government's role in regulating a macro-economy, the banking system, monetary policy, and the Federal Reserve System. Spring semesters. Prerequisite: MAT 140.

COURSE DESCRIPTIONS

ECN 331 GLOBAL ECONOMY (3)

Studies gains and losses from international trade, trade barriers, and regional economic groupings, operation of foreign exchange markets, balance of payments accounts, and macroeconomic effects of international transactions. Fall semesters. Prerequisites: ECN 231 and ECN 232.

ECN 332 SPORTS ECONOMICS (3)

Applies economic concepts 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. Spring semester even years. Prerequisite: ECN 231.

ECN 350 TOPICS IN ECONOMICS (3)

Investigates aspects of economics not covered or only lightly touched on in other economics courses. Topics vary depending upon the instructor. Offered as needed. Prerequisite: Sophomore standing.

ECN 351 MANAGERIAL ECONOMICS (3)

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. Offered as needed. Prerequisites: ECN 231.

EDUCATION

EDU 101 FOUNDATIONS OF EDUCATION (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. Fall semesters.

EDU 156 PHYSICAL EDUCATION METHODS FOR ELEMENTARY SCHOOL TEACHERS (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 lifelong fitness, safety practices associated with physical activities, movement exploration, and the development of a child's positive self-concept through physical education. Spring semesters. Prerequisite: EDU 101.

EDU 201 EDUCATIONAL PSYCHOLOGY (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. Spring semesters. Prerequisite: EDU 101 with a grade of "B-" or higher, PSY 101, sophomore standing, and successful completion of a criminal background check. Fee.

EDU 203 DIGITAL TECHNOLOGIES AND APPLICATIONS FOR TEACHERS (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. Spring semesters. Prerequisite: EDU 101.

EDU 301 METHODS OF TEACHING LANGUAGE ARTS (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. Fall semesters. Prerequisites: EDU 201 and admission into the Elementary Education program must be taken concurrently with EDU 302 and EDU 311.

EDU 302 METHODS OF TEACHING SOCIAL STUDIES (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. Fall semesters. Prerequisites: EDU 201 and admission into the Elementary Education program. Must be taken concurrently with EDU 301 and EDU 311.

EDU 303 METHODS OF TEACHING MATH (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. A field experience is required. Spring semesters. Prerequisites: EDU 301, EDU 302, and EDU 311. Must be taken concurrently with EDU 304 and EDU 312.

EDU 304 METHODS OF TEACHING SCIENCE (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. A field experience is required. Spring semesters. Prerequisites: EDU 301, EDU 302, and EDU 311. Must be taken concurrently with EDU 303 and EDU 312.

EDU 311 METHODS OF TEACHING READING I (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. Fall semesters. Prerequisites: EDU 201 and admission into the Elementary Education program. Must be taken concurrently with EDU 301 and EDU 302.

EDU 312 METHODS OF TEACHING READING II (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. Spring semesters. Prerequisites: EDU 301, EDU 302, and EDU 311. Must be taken concurrently with EDU 303 and EDU 304.

EDU 401 TEACHING OF ART, MUSIC, AND THEATER (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. Fall semesters. Prerequisites: EDU 303, EDU 304, and EDU 312.

EDU 411 TEACHING OF EXCEPTIONAL CHILDREN (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. Fall semesters. Prerequisites: EDU 303, EDU 304, and EDU 312.

EDU 498 STUDENT TEACHING INTERNSHIP (II)

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 load. No other classes may be taken concurrently. Students follow the calendar of the school district, not the university. Fall and spring semesters. Prerequisite: Successful completion of the requirements for student teaching. Must be taken concurrently with EDU 499.

EDU 499 STUDENT TEACHING SEMINAR (I)

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. Requires successful completion of both the written and oral exit interview portfolio requirements. Fall and spring semesters. Prerequisite: Successful completion of the requirements for student teaching. Must be taken concurrently with EDU 498.

ENGLISH**ENG 101 BASIC GRAMMAR AND COMPOSITION (3)**

Designed to improve the student's reading and writing skills. Emphasis on perfecting the paragraph and writing grammatically correct, effective sentences as preparation for the essay. Fall and spring semesters.

ENG 103 COLLEGE ENGLISH I (3)

This course is designed to improve the student's reading, writing, and critical thinking skills, and to give the student a broad understanding of culture and society. Emphasis is on essay writing and critical analysis of non-fiction and literary works. Fall and spring semesters.

ENG 104 COLLEGE ENGLISH II (3)

Builds on skills acquired in ENG 103. Emphasis is on writing essays and completing a research paper. Includes critical examination of fiction and non-fiction. Fall and spring semesters. Prerequisite: ENG 103 or instructor permission.

ENG 150 AMERICAN CULTURE AND LANGUAGE (3)

This class is designed for students whose first language is not English. Critical thinking, reading, writing, and presentation skills will be emphasized. Class assignments and fieldtrips will increase students' understanding of American culture and traditions, and American academic English. Fall semesters. For International Students only.

ENG 201 COLLEGE GRAMMAR AND COMPOSITION (3)

College-level grammar and punctuation and their relationship to stylistics, strengthening student knowledge of English structure. Reviews 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. Spring semesters. Prerequisite: ENG 104 or instructor permission.

ENG 203 ENGLISH SEMINAR (I)

This seminar will offer an encouraging and intellectually challenging environment. Students will be interacting with professional writers who are interested in literature and the world of ideas. A variety of writers will read from their work (published or in-progress), and discuss how it fits into the larger world of letters. Discussion may also include the writing process, literary craft, and publishing. Offered as needed.

ENG 219 CREATIVE WRITING (3)

Introduction to the writing of fiction, poetry, and the literary essay. Includes a variety of readings to support student writing. Fall semesters. Prerequisite: ENG 104 or instructor permission.

ENG 233 SURVEY OF AMERICAN LITERATURE (3)

Survey of American literature in an historical context from its beginning to the present. Introduces the student to literary movements and major writers. Fall semesters. Prerequisite: ENG 103 or instructor permission.

ENG 243 SURVEY OF ENGLISH LITERATURE (3)

Chronological survey of English literature from Beowulf to post-modernism, concentrating on major figures and works. Fall semesters. Prerequisite: ENG 103 or instructor permission.

ENG 263 SURVEY OF EUROPEAN LITERATURE (3)

Survey of continental European literature from the Ancient World to the present. Introduces the student to major writers and includes historical background and literary movements. Spring semesters. Prerequisite: ENG 103 or instructor permission.

ENG 291 FILM AS ART (3)

Evaluates films of different genres and introduces film history and the terminology of film criticism. Spring semester odd years. Prerequisite: ENG 104 or instructor permission.

ENG 320 SURVEY OF THE ENGLISH LANGUAGE (3)

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. Spring semesters. Prerequisite: ENG 104.

ENG 322 CHILDREN'S LITERATURE (3)

Introduction to a broad survey of children's literature by genre and by historical development. Also emphasizes the importance of children's literature in the development of the child. Spring semesters. Prerequisite: ENG 104.

ENG 323 ADVANCED WRITING (3)

All good writing is rewriting. This intensive writing course seeks to hone skills while developing each student's unique voice primarily through a workshop format. 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. Spring semester even years. Prerequisite: ENG 104; English 219 highly recommended.

ENG 332 GREAT BOOKS OF THE UNITED**STATES: AMERICAN LITERARY LANDSCAPE (3)**

Focuses on reading and discussing major American authors such as Twain, Thoreau, Cather, Fitzgerald, Faulkner, or Plath. Fall semesters even years. Prerequisite: ENG 104.

COURSE DESCRIPTIONS

ENG 350 TOPICS IN LITERATURE OR ENGLISH (3)

Offers the student the opportunity to explore a subgenre or theme in literature not found in the regular offerings. Topics might examine a single author such as Shakespeare, a group such as the Lost Generation, a minority such as Native American writers, a literary time such as the Victorian, a region such as the British Commonwealth, a national literature such as Canada, a literary movement such as Modernism. Offered as needed. Prerequisite: ENG 104.

ENG 401 NATIVE VOICES: NATIVE AMERICANS IN LITERATURE, ART, AND FILM (3)

Cross-listed with HUM 401. Starting with autobiography this class will use history as the touchstone for further readings in the genres of fiction, poetry, essays, drama, and film/art criticism in the area of Native Americans in literature, visual art, and film. Native American artists, ideas of identity and National identity, as well as the portrayal of Native American Peoples in the larger American popular culture will be explored. Offered as needed.

ENG 403 CULTURES IN CONFLICT (3)

Designed to give a deeper and broader understanding of major conflicts around the globe, analyzing their effects on human societies and the environment through various works of fiction. Focuses on literary works written by under-represented writers, exploring territories as diverse as a war-torn neighborhood of Afghanistan, a rural village in Africa, or an Indian community in Calcutta. Texts may include historical analyses, criticism, fiction, poetry, literary journalism, and drama. Spring semester odd years. Prerequisite: ENG 104.

ENG 499 SENIOR CAPSTONE PROJECT IN ENGLISH (3)

Students prepare a 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. Offered as needed. Prerequisites: Senior status and instructor permission.

ENVIRONMENTAL STUDIES

ENV 202 INTRODUCTION TO ENVIRONMENTAL STUDIES (3)

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. Introduces students to environmental challenges at the personal, regional, and global levels. Fall semester odd years.

ENV 213 OUTDOOR RECREATION SKILLS AND LEADERSHIP (2)

Studies the use of maps and a compass, campfire building, fishing, orienteering, biking, and identification of rocks, trees, and wildlife. Includes field trips to Copper Country historical sites. Course meets the first 7-1/2 weeks of the semester. Offered as needed.

ENV 401 ENVIRONMENTAL POLICY AND LAW (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. Fall semester even years. Prerequisite: ENV 202.

ENGLISH AS A SECOND LANGUAGE

ESL 101 READING I (4)

Students read a broad range of texts, from simple stories and articles with basic vocabulary to more advanced readings from newspapers and magazines. Emphasizes building vocabulary and refining a student's understanding of written English through reading, writing, and talking about various texts. Offered as needed.

ESL 102 WRITING I (4)

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. Readings and writing assignments improve students' understanding of American culture, history and politics. Offered as needed.

ESL 104 ORAL COMMUNICATION (4)

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. Offered as needed.

ESL 105 GRAMMAR I (3)

Vocabulary and grammatical structures are taught in context, and students will apply what they learn in essays and other writing assignments. Offered as needed.

ESL III READING II (4)

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 students' understanding of written English through reading, writing, and talking about various texts. Offered as needed.

ESL II2 WRITING II (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 students' understanding of American culture, history, and politics. Offered as needed.

ESL II4 ACADEMIC LISTENING AND SPEAKING (4)

A continuation of ESL 104, this class is designed to improve students' speaking skills and listening comprehension. 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 recordings, and other sources. Offered as needed.

ESL II5 GRAMMAR II (4)

A continuation of ESL 105, vocabulary and grammatical structures are taught in context, and students apply what they learn in essays and other writing assignments. Offered as needed.

FINNISH STUDIES

FNS 150: SPECIAL TOPICS IN FINNISH STUDIES (3)

Explores the social, political, economic, and cultural aspects of life in Finland today. Through lecture, reading, and discussion students will discover current issues and contemporary topics to gain an understanding of the Finnish perspective. Offered as needed.

FNS 151 ELEMENTARY FINNISH I (4)

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! Fall semesters.

FNS 152 ELEMENTARY FINNISH II (4)

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. Spring semesters. Prerequisite: FNS 151 with a grade of C or higher.

FNS 221 HISTORY AND CULTURE OF FINLAND (3)

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. Fall and spring semesters.

FNS 251 INTERMEDIATE FINNISH I (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. Offered as needed. Prerequisite: FNS 152 with a grade of C or higher.

FNS 252 INTERMEDIATE FINNISH II (4)

Emphasis 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. Offered as needed. Prerequisite: FNS 251 with a grade of C or higher.

FNS 301 FINLANDIA CONNECTION (3)

Cross-listed with NUR 301. This elective course is designed to introduce the non-nursing student to issues, practices, and research activities relevant in the student's major in Finland. Offered in the summer semester, students travel to Finland.

FNS 321 HISTORY AND CULTURE OF FINLAND (3)

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. Fall and spring semesters.

FNS 350 TOPICS IN FINNISH STUDIES (3)

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. Offered as needed.

FNS 375 FINNISH-AMERICAN LITERATURE (3)

Examines the major themes and influences on the literature by Finnish North Americans in English, from the late 1800s through the present. Generational

aspects from first, second, third and fourth generation immigrants will be studied across a selection of fiction, poetry, and creative nonfiction. Offered as needed.

FNS 377 FINNISH-AMERICAN CULTURE (3)

Examines Finnish-American culture through concepts noted as evidence of Finnishness within the Finnish-American community including aspects of culture connoted by various media, food ways, music, crafts, recreation, and folkloric and literacy practices. Offered as needed.

FNS 376 FINNISH-AMERICAN AUTOBIOGRAPHY (3)

Literary features of autobiography, biography, and memoir (genres of creative nonfiction) by Finnish-Americans. Attention is paid to motifs associated with Finnish-Americanness, common features of literature of migration, groundings in research, techniques of thick description, representations of cultural features, and developments of the genre over time. Offered as needed.

FNS 475 FINNISH-AMERICAN SOCIAL THOUGHT (3)

With evidence from the analysis of creative and critical written works, this course examines Finnish-American social thought, including philosophical, political, and religious influences from the late nineteenth through the twentieth centuries. It also examines debates occurring among social organizations, including churches, Finn Halls, Kaleva organizations, educational institutions, and political groups. Offered as needed.

FRENCH

FRN 199 GENERAL EDUCATION REQUIREMENT FULFILLED BY TRANSFER

This designation is for courses in the French language transferred to Finlandia University.

GEOGRAPHY

GEO 201 PLACE, SPACE, AND GLOBAL TRANSFORMATION (3)

This course is an introduction to human geography and registers the fundamental relationship between human society and the environment at global levels of analysis. It emphasizes how different political, cultural, economic, and religious world views affect land and resource use and invites comparison between eastern and western hemispheres and how differing world views affect land and resource use. Spring semesters.

GEO 202 NATURE, CULTURE, AND LOCAL CHANGE (3)

This course is an introduction to human geography and explores the relationship of human society and the environment. It emphasizes local and regional environmental processes and the patterns they create such as climate, landforms, vegetation, and ecosystems. Emphasizes technical and interpretive spatial skills as well as capacity for critical thought and expression. Fall semesters.

GEO 350 TOPICS IN GEOGRAPHY (3)

This course gives students an opportunity to investigate in greater depth aspects of the field of geography not covered extensively in other courses. Topics may include cultural or economic geography, the geography of Africa, the Pacific Rim, Europe, Michigan, and others. Offered as needed.

HISTORY

HIS 103 HISTORY OF ART I (3)

Examines sculpture, architecture, and painting from pre-history through the medieval periods of Western Civilization. It also explores the arts of non-Western cultures. Fall semesters.

COURSE DESCRIPTIONS

HIS 203 HISTORY OF ART II (3)

Explores sculpture, architecture, painting, and other art forms of Western and non-Western cultures from the Gothic period to the late 19th century. Spring semesters.

HIS 205 GLOBAL HISTORY I (3)

Employs a global perspective to examine the transformative nature and diversity of human experience from pre-historic societies through the 16th century. Political, economic, social, and cultural phenomena associated with the beginnings of human society, early civilizations, the emergence of pastoral peoples, classical traditions, world religions, and empires are surveyed. Fall semesters.

HIS 206 GLOBAL HISTORY II (3)

Explores how different societies have responded to common concerns since 1500 C.E. Reveals the rise of the “West” and its impact as circumstantial rather than predetermined. Surveys the ways in which Western imperialism was uneven, subject to resistance, and colored by indigenous practice and agency. Special consideration is directed to critiques of “globalization” and its relationship to social justice, human rights, and cultural diversity. Spring semesters.

HIS 211 HISTORY OF THE UNITED STATES TO 1877 (3)

The history of the United States from the pre-contact period through the colonial encounter, the Age of Revolution, the early national period, the sectional crisis, the Civil War, to the close of Reconstruction. It examines the political, economic, ideological, socio-cultural, territorial-environmental, and demographic development of American society from both local and global perspectives. Fall semester even years.

HIS 212 HISTORY OF THE UNITED STATES SINCE 1877 (3)

The history of the United States from the end of Reconstruction through the Nadir, the Industrial Age, transformations associated with urbanization, World Wars, the Great Depression, the Post War period, the Civil Rights Movement, to the new millennium’s intensifying global exchanges. Examines the political, economic, ideological, socio-cultural, territorial-environmental, and demographic development of modern American society from both national and global perspectives. Spring semesters.

HIS 303 HISTORY OF ART III (3)

A survey of major movements and modern perspectives in 20th and 21st century art is the focus. Media Art consisting of photography, video and computer generated imagery will also be discussed. The social and political context of each is examined. Fall semesters. Prerequisite: HIS 103 or HIS 203.

HIS 315 MICHIGAN HISTORY (3)

The history of Michigan from the pre-contact period through European encounter and colonization, nationalization and statehood, the Industrial Age, to today’s increasingly globally integrated world. Examines the political, economic, socio-cultural, demographic, geographic, and environmental development of Michigan from local, national, and global perspectives. Offered as needed.

HIS 340 REGIONS IN HISTORY (3)

This course presents opportunity for detailed historical study of a range of issues, themes, and social processes. Varied offerings are scheduled on a rotating basis and include but are not limited to: slave studies, migration and diasporas, Native American history, modern cultural history, labor history, environmental history, world war and peace, decolonization and political culture of the 1960’s, and global crisis and the new millennium. Every other year or as needed.

HIS 350 TOPICS IN HISTORY (3)

This course offers the student an opportunity to explore topics either not found or only lightly touched on in 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. Offered as needed.

HIS 406 DESIGN AND CULTURE (3)

An overview that spans human activity from prehistoric antiquity to the unfolding of design and culture of the 21st Century. Artistic, social, political, and economic issues that have stimulated a design response are explored. Emphasis is on how individual and collective human needs and wants have dictated design, and how, in turn, design then influences human behavior. Spring semesters.

HIS 499 SENIOR CAPSTONE PROJECT IN HISTORY (3)

Students prepare a 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. Offered as needed. Prerequisites: Senior status and instructor permission.

HUMAN SERVICES

HMS 270 PSYCHOLOGICAL AND PHYSIOLOGICAL ASPECTS OF SUBSTANCE ABUSE (3)

Cross-listed with PSY 270. Studies the causes, types, treatments, and prevention of substance abuse, as well as drug classifications and HIV/AIDS. Spring semesters. Prerequisite: PSY 101.

HMS 271 INTRODUCTION TO COUNSELING (3)

Cross-listed with PSY 271. Assists students in the development of interviewing and communication skills, including responsive listening and problem solving, and introductory counseling techniques. Fall semesters. Prerequisite: PSY 101.

HMS 272 HUMAN SERVICE PRACTICUM AND SEMINAR (3)

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. Spring semesters. Prerequisites: HMS 271 or PSY 271, and instructor permission.

HMS 280 CHEMICAL DEPENDENCY AND FAMILY (3)

Cross-listed with PSY 280. Exposes the student to an understanding of the multiple factors which impact individuals, families and communities affected by alcohol or other drug problems. Explores a variety of approaches and disciplines relevant to the treatment of substance use disorders. Fall semesters. Prerequisite: HMS 270 or PSY 270.

HMS 281 GROUP DYNAMICS AND COUNSELING (3)

Cross-listed with PSY 281. Study of theoretical knowledge and techniques for effective group leadership, including group dynamics, therapeutic forces, and current trends. Spring semesters. 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 112 MEDICAL TERMINOLOGY (1-0)

This online course introduces the student to the professional vocabulary of medical terms. Recognition, correct spelling, and pronunciation of medical terms will be presented as they relate to the diagnosis, pathology, and treatment of the major body systems. Fall and spring semesters.

HSC 118 MEDICAL TERMINOLOGY FOR HEALTH CARE (3-0)

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. Spring semesters.

HSC 200 NUTRITION AND HEALTH (3-0)

Introduces the student to the role of nutrition, exercise, and health behaviors in health promotion and disease prevention across the age continuum. Emphasizes understanding the basic biological mechanisms through which adequate nutrition and exercise promote wellness. Fall semesters. Prerequisite: BIO 111 or instructor permission.

HSC 240 PHARMACOLOGY FOR ALLIED HEALTH (2-0)

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. Summer semesters. Prerequisites: BIO 172 and MAT 140.

HSC 246 LAW AND ETHICS FOR THE HEALTH PROFESSIONS (2-0)

Engages the student in legal and ethical issues within the health care environment. The focuses 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, and the effects of managed care and risk management procedures will be examined. Summer semesters. Prerequisite: PHL 212.

HSC 260 PATHOLOGICAL CONDITIONS (2)

The study of major pathophysiologic concepts, from the cellular level to the resultant abnormal functioning of the organ systems. Topics include inflammation, immunity, neoplasia and allergy, and the most commonly acquired and hereditary diseases. In particular, disorders commonly encountered by practicing physical therapist assistants are emphasized. Concepts from anatomy and physiology provide the foundation for exploring human dysfunction. Fall semesters. Prerequisite: BIO 172.

HUMANITIES**HUM 101 INTRODUCTION TO LIBERAL STUDIES (3)**

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. Offered as needed.

HUM 301 CONTEMPORARY VOICES IN SCIENCE (3)

Explores the interaction between contemporary scientific principles and the natural world. Examines the ethical implications of topics such as the green revolution, genetic alteration, global climate change, evolution, and nanotechnology. Offered as needed. Prerequisite: ENG 104.

HUM 310 TURNING POINTS IN HISTORY (3)

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. Offered as needed. Prerequisite: ENG 104.

HUM 350 TOPICS IN HUMANITIES (3)

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. Offered as needed.

HUM 401 NATIVE VOICES: NATIVE AMERICANS**IN LITERATURE, ART, AND FILM (3)**

Cross-listed with ENG 401. Starting with autobiography this class will use history as the touchstone for further readings in the genres of fiction, poetry, essays, drama, and film/art criticism in the area of Native Americans in literature, visual art, and film. Native American artists, ideas of identity and National identity, as well as the portrayal of Native American Peoples in the larger American popular culture will be explored. Offered as needed.

HUM 499 SENIOR CAPSTONE PROJECT IN LIBERAL STUDIES (3)

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. Offered as needed. Prerequisites: Senior status and instructor permission.

JOURNALISM**JRN 115, 116, 215, 216 JOURNALISM PRACTICUM (2)**

The focus is on publication of The Roar, the monthly Finlandia University student newspaper. Fall and spring semesters. Prerequisite: ENG 103. JRN 201 Recommended.

JRN 201 NEWS REPORTING AND WRITING (3)

Introduces the basics of print reporting, including ethics, finding sources, interviewing, covering community events, court reporting, and AP style. It includes in and out of class reporting on hard news and features. Fall semester odd years.

JRN 205 NEWS EDITING (3)

Students practice news editing techniques as they write headlines and edit copy. Discussion of editing responsibility and ethics, the power of editing, and libel and taste issues. Fall semester even years.

COURSE DESCRIPTIONS

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)

Introduces 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. Summer semesters. Prerequisites: CIS 102 or higher, ENG 104, HSC 118; acceptance into the Medical Assisting program. Co-requisites: HSC 240, HSC 246.

MAS 210 MEDICAL INSURANCE BILLING AND CODING (2-1)

Introduces 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. Fall semesters. Prerequisites: CIS 102 or higher, BIO 172, HSC 118, HSC 240, HSC 246; acceptance into the Medical Assisting program. Co-requisite: BUS 201.

MAS 212 MEDICAL TRANSCRIPTION (1-1)

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 for 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. Fall semesters. 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)

Provides the student with an introduction to routine laboratory procedures while following laboratory safety requirements and federal regulations on testing. Fall semesters. Prerequisites: BIO 172, HSC 118, HSC 240, HSC 246; acceptance to the Medical Assisting program.

MAS 222 MEDICAL ASSISTANT CLINICAL PROCEDURES I (3-1)

Introduces medical assisting students 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. Fall semesters. Prerequisites: BIO 172, HSC 118, HSC 240, HSC 246; acceptance into the Medical Assisting program.

MAS 231 MEDICAL ASSISTANT LABORATORY PROCEDURES II (2-1)

Prepares students 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. Spring semesters. Prerequisites: MAS 221 and MAS 222.

MAS 232 MEDICAL ASSISTANT CLINICAL PROCEDURES II (2-1)

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. Spring semesters. Prerequisites: MAS 221 and MAS 222.

MAS 241 MEDICAL ASSISTANT ADMINISTRATIVE EXTERNSHIP (1-3)

Integration and application of 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. Spring semesters. Prerequisites: MAS 231 and MAS 232.

MAS 242 MEDICAL ASSISTANT CLINICAL EXTERNSHIP (1-3)

Integration and application of clinical and laboratory knowledge and skills in the health care setting. Students will perform medical assistant clinical and laboratory duties in order to gain entry-level mastery of skill and knowledge competencies for the medical assistant. Students will perform clinical and laboratory duties under the supervision of trained mentors. Spring semesters. Prerequisites: MAS 231 and MAS 232.

MATHEMATICS

MAT 101 ELEMENTARY ALGEBRA (4)

Fundamental operations of algebra including a review of arithmetic, signed numbers, exponents and polynomials, linear equations and inequalities, graphing, factoring, rational expressions, and systems of equations. Fall and spring semesters. Prerequisite: Academic placement.

MAT 140 INTERMEDIATE ALGEBRA (4)

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. Fall and spring semesters. Prerequisite: MAT 101 or academic placement.

MAT 145 COLLEGE ALGEBRA (4)

Topics 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. Fall semesters. Prerequisite: MAT 140 or academic placement.

MAT 146 GEOMETRY FOR ART AND DESIGN (4)

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 application in art and design. Spring semesters.

MAT 152 TRIGONOMETRY (3)

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. Spring semester odd years. Prerequisite: MAT 145 or above.

MAT 155 MATH FOR ELEMENTARY TEACHERS I (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. Fall semesters.

MAT 156 MATH FOR ELEMENTARY TEACHERS II (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. Spring semesters. Prerequisite: MAT 155.

MAT 180 SURVEY OF CALCULUS (4)

Topics 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. Emphasizes applications. Spring semester even years. Prerequisite: MAT 145.

MAT 201 PROBABILITY AND STATISTICS (3)

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. Meaningful interpretation of statistical measures and the application of statistical methods to problem solving and decision making. Spring semesters. Prerequisite: MAT 145.

MAT 270 GEOMETRY (3)

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. Fall semester odd years. Prerequisite: MAT 145.

MUSIC

MUS III-II2 PEP/CONCERT BAND I AND II

Freshman-level instrumental ensemble open to all students without audition. Proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. Explores music of all types, as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters.

MUS 121 MUSIC APPRECIATION I (3)

Music of the U.S., including Native American, folk, blues, gospel, jazz, and popular. Involves reading, listening to music, and viewing music videos. Fall semesters.

MUS 122 MUSIC APPRECIATION II (3)

Western European classical music from the Medieval period through the Renaissance, Baroque, Classic, Romantic, and Modern periods. Involves reading, listening to music, and viewing music videos. Spring semesters.

MUS 125 MUSIC THEORY I (2)

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. Offered as needed.

MUS 128 INDIVIDUAL STRINGS LESSONS I AND II (I)

Individual freshmen-level lessons in violin, viola, or strings ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters.

MUS 131-140 INDIVIDUAL INSTRUMENTAL LESSONS OR ENSEMBLE I AND II (I)

Individual freshmen-level lessons in piano, guitar, kantele, or instrumental ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters.

MUS 148-149 CHAMBER MUSIC I AND II (I)

Freshman-level strings ensemble open to all students without audition. Covers the proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. The ensemble explores music of all types, as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters.

MUS 211-212 PEP/CONCERT BAND III AND IV (I)

Sophomore-level instrumental ensemble open to all students without audition. Proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. Explores music of all types, as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters.

MUS 153-154 UNIVERSITY SINGERS I AND II (I)

Freshman-level course open to all students without audition. Covers the development of good vocal production and the performance of all styles of music. Fall and spring semesters.

MUS 225 MUSIC THEORY II (2)

Continuation of MUS 125. The structural elements of music are explored through lessons in triads, inversions, tonics, dominants, subdominants, cadences, and sequences. Offered as needed. Prerequisite: MUS 125.

MUS 227 SIGHT-SINGING AND EAR TRAINING (2)

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. Offered as needed.

MUS 228-229 INDIVIDUAL STRINGS LESSONS III AND IV (I)

Individual sophomore-level lessons in violin, viola, or strings ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters. Prerequisite: Corresponding section of MUS 128-129.

MUS 231-240 INDIVIDUAL INSTRUMENTAL LESSONS OR ENSEMBLE III AND IV (I)

Individual sophomore-level lessons in piano, guitar, kantele, or instrumental ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters. Prerequisite: Corresponding section of MUS 131-140.

MUS 248-249 CHAMBER MUSIC III AND IV (I)

Sophomore-level strings ensemble open to all students without audition. Covers the proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. The ensemble explores music of all types, as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters. Prerequisite: Corresponding section of MUS 148-149.

COURSE DESCRIPTIONS

MUS 250 TOPICS IN MUSIC (I-3)

Offers the student the opportunity to explore a fine arts sub-genre or theme not covered by the regular survey courses. Offered as needed.

MUS 253-254 UNIVERSITY SINGERS III AND IV (I)

Sophomore-level course open to all students without audition. Covers the development of good vocal production and the performance of all styles of music. Fall and spring semesters. Prerequisite: Corresponding section of MUS 153-154.

MUS 311-312 PEP/CONCERT BAND V AND VI (I)

Junior-level instrumental ensemble open to all students without audition. Proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. Explores music of all types, as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters.

MUS 328-329 INDIVIDUAL STRINGS LESSONS V AND VI (I)

Individual junior-level lessons in violin, viola, or strings ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters. Prerequisite: Corresponding section of MUS 228-229.

MUS 331-340 INDIVIDUAL INSTRUMENTAL LESSONS OR ENSEMBLE V AND VI (I)

Individual junior-level lessons in piano, guitar, kantele, or instrumental ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters. Prerequisite: Corresponding section of MUS 231-240.

MUS 348-349 CHAMBER MUSIC V AND VI (I)

Junior-level strings ensemble open to all students without audition. Covers the proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. The ensemble explores music of all types, as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters. Prerequisite: Corresponding section of MUS 248-249.

MUS 353-354 UNIVERSITY SINGERS V AND VI (I)

Junior-level course open to all students without audition. Covers the development of good vocal production and the performance of all styles of music. Fall and spring semesters. Prerequisite: Corresponding section of MUS 253-254.

MUS 411-412 PEP/CONCERT BAND VII AND VIII (I)

Senior-level instrumental ensemble open to all students without audition. Proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. Explores music of all types, as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters.

MUS 428-429 INDIVIDUAL STRINGS LESSONS V AND VI (I)

Individual senior-level lessons in violin, viola, or strings ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters. Prerequisite: Corresponding section of MUS 328-329.

MUS 431-440 INDIVIDUAL INSTRUMENTAL

LESSONS OR ENSEMBLE VII AND VIII (I)

Individual senior-level lessons in piano, guitar, kantele, or instrumental ensemble. Conducted as one 25-minute lesson or a 55-minute classroom lesson each week, at the instructor's discretion. Fall and spring semesters. Prerequisite: Corresponding section of MUS 331-340.

MUS 448-449 CHAMBER MUSIC VII AND VIII (I)

Senior-level strings ensemble open to all students without audition. Covers the proper techniques, developments, timbre and blending of instrumental performance both individually and as a group, as well as the practice and performance of multiple styles and genres of music. The ensemble explores music of all types as well as the music of other cultures, Western and non-Western, through public performances. Fall and spring semesters. Prerequisite: Corresponding section of MUS 348-349.

MUS 453-454 UNIVERSITY SINGERS VII AND VIII (I)

Senior-level course open to all students without audition. The class covers the development of good vocal production and the performance of all styles of music. Fall and spring semesters. 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 (I)

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. Offered as needed. Prerequisite: Must be enrolled in the Nursing major. Requires approval of the Nursing Department chair.

NUR 200 PHARMACOLOGY (3-0)

Introduction to the basic concepts of pharmacology and their relationships to health care. Focuses on the major drug classifications, principles of drug actions/interactions, 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. Fall semesters. Prerequisites: BIO 172 and CHM 145.

NUR 202 HEALTH ASSESSMENT AND INTERVIEW (2-1)

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. Fall semesters. Prerequisites: BIO 172 and HSC 112.

NUR 203 DOSAGE CALCULATIONS (1-0)

This course introduces nursing students to the concepts, terminology, equipment, and math calculations necessary for safe medication administration in the clinical setting. Topics include systems of measurements, equivalents and conversions, selected abbreviations, and computation of medication dosages. Fall semesters. Prerequisite: MAT 140.

NUR 204 INTRODUCTION TO NURSING PRACTICE (3-3)

Introduces the basic concepts of the practice of nursing. An introduction to Nursing program philosophy is presented. 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. Fall semesters. Prerequisite: BIO 172 must be taken concurrently with NUR 200 and NUR 202.

NUR 205 APPLICATION OF NURSING PRACTICE (0-2)

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. Spring semesters. Prerequisites: NUR 202 and NUR 204. Must be taken concurrently with NUR 206.

NUR 206 PATHOPHYSIOLOGY (3-0)

Introduces 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. Spring semesters. Prerequisites: BIO 172 and CHM 145.

NUR 300 MENTAL HEALTH NURSING (4-2)

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. 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. Applies Individual and group nursing care used to promote, maintain, and restore the person's mental health. Spring semesters. Prerequisites: NUR 200, NUR 202, and NUR 204 must be taken concurrently with NUR 205 and NUR 206.

NUR 301 FINLANDIA CONNECTION (3-0)

Cross-listed with FNS 301. This elective course is designed to introduce the nursing student to issues, practices, and research activities relevant to nursing in Finland. Students either travel to Finland in May to experience nursing or a nurse educator from Finland teaches at Finlandia University. Spring semesters.

NUR 302 MATERNAL/NEWBORN NURSING (4-2)

Focuses on the theoretical and clinical foundation for application of the nursing process in caring for the childbearing family. Emphasizes 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. Addresses physiological and psychosocial adaptation of the family during normal and complex pregnancies and newborn life. Women's health throughout the life span is discussed. Fall semesters. Prerequisites: NUR 300 and PSY 343. Must be taken concurrently with NUR 304.

NUR 304 PEDIATRIC NURSING (4-2)

Theoretical and clinical foundation for application of the nursing process in caring for children, from infancy through adolescence, and their families. Emphasis 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. Fall semesters. Prerequisites: NUR 300 and PSY 343. Must be taken concurrently with NUR 302.

NUR 306 DIAGNOSTICS/THERAPEUTICS (2-0)

Introduction 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. Spring semesters. Prerequisites: BIO 172, CHM 145, and NUR 202 or instructor permission.

NUR 309 SPIRITUALITY IN HEALTH CARE (2-0)

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. 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. Fall semesters.

NUR 310 ADULT MEDICAL/SURGICAL NURSING (4-4)

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. Spring semesters. Prerequisites: NUR 300, NUR 302, and NUR 304. Must be taken concurrently with NUR 306.

NUR 312 NURSING THEORY (2-0)

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. Fall semesters. Prerequisites: ENG 104 and NUR 204.

NUR 318 NURSING RESEARCH/STATISTICS (3-0)

Introduces the concepts of the research process including research methodologies, measurement, and analysis of research data provides students with a basis to interpret and evaluate research and its application to practice. Emphasis is placed on students becoming knowledgeable consumers of research. Spring semesters. Prerequisites: MAT 140 and NUR 312.

NUR 400 ACUTE AND URGENT CLINICAL NURSING (0-3)

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. Summer semesters. Prerequisites: NUR 306, NUR 310, NUR 318, and PSY 343.

COURSE DESCRIPTIONS

NUR 402 NURSING MANAGEMENT/LEADERSHIP (2-4)

Synthesizes 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. Fall semesters. Prerequisites: NUR 312, NUR 318, and NUR 400. Must be taken concurrently with NUR 404.

NUR 404 ISSUES IN PROFESSIONAL NURSING (2-0)

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. Investigates role socialization from student to professional nurse. Taken in the final year of the Nursing program. Fall semesters. Prerequisites: NUR 312, NUR 318, and NUR 400.

NUR 406 COMMUNITY NURSING (2-4)

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 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. Explores the roles of the nurse as teacher, collaborator, advocate, and direct care provider. Spring semesters. Prerequisites: All previously sequenced nursing courses and NUR 404. Must be taken concurrently with NUR 408 in the final semester of the Nursing program.

NUR 408 NURSING CAPSTONE (2-0)

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. Spring semesters. Must be 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)

Introduces 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. Explores 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. Fall and spring semesters. Prerequisites: RN Licensure and Internet access.

NUR 345-Z PHARMACOLOGY FOR THE RN (2-0)

Focuses on the review of the application of pharmacological interventions utilized to promote, maintain, or restore health. Emphasizes major drug classifications and nursing implications of pharmacology administration in treatment of disease processes. Fall semesters. Prerequisites: RN Licensure, BIO 172, MAT 140 or instructor permission.

NUR 346-Z DIAGNOSTICS/THERAPEUTICS FOR THE RN (2-0)

Introduction 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. Spring semesters. Prerequisite: RN licensure or instructor permission.

NUR 347-Z PATHOPHYSIOLOGY FOR THE RN (2-0)

Review of pathophysiological processes leading to alteration of body structure and functions for the practicing RN. Identification of etiology and pathogenesis of selected diseases. Spring semesters. Prerequisites: RN Licensure, BIO 172, MAT 140 or instructor permission.

NUR 348-Z NURSING RESEARCH/STATISTICS FOR THE RN (3-0)

Introduces the concepts of the research process and its application to nursing practice including the basics of qualitative and quantitative approaches to research and the measurement and analysis of research data. 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. Spring semesters and as needed. Prerequisite: MAT 140 and NUR 343-Z.

NUR 349-Z SPIRITUALITY IN HEALTH CARE FOR THE RN (2-0)

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. 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. Fall semesters.

NUR 350-Z PERSPECTIVES IN NURSING (2-0)

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. Offered as needed.

NUR 442-Z NURSING MANAGEMENT/LEADERSHIP FOR THE RN (2-4)

Theoretical and clinical foundation for application of the nursing process in caring for individuals, families, groups, and the community as a client. Emphasis on disease prevention, health promotion, health maintenance, health education, and coordination of care. 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. Expands the roles of the nurse as teacher, collaborator, advocate, and direct care provider. Fall semesters. Prerequisites: RN licensure, NUR 343-Z and NUR 348-Z (may be taken concurrently).

NUR 446-Z COMMUNITY NURSING FOR THE RN (2-4)

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. Spring semesters. Prerequisites: RN licensure, NUR 343-Z, and NUR 348-Z (may be taken concurrently).

NUR 460-Z NURSING CAPSTONE FOR THE RN (2-0)

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. Fall and spring semesters. Prerequisites: NUR 442-Z and NUR 446-Z To be completed in the final semester of the Nursing program.

PHILOSOPHY**PHL 101 INTRODUCTION TO PHILOSOPHY (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. Spring semesters.

PHL 212 ETHICS: CLASSICAL THEORIES AND CONTEMPORARY ISSUES (3)

Classical topics in Western philosophical ethics, applied to current ethical concerns in areas such as the value of life, sexuality, medicine, business, media, and the environment. Fall and spring semesters.

PHL 251 CRITICAL THINKING (3)

Practical introduction to the art and skill of recognizing arguments that need improvement and forming sound arguments of one's own. Examines common mistakes in thinking that may confuse understanding and communication at all levels, and offers practice in making ourselves understood by others. Fall semesters.

PHL 302 GREAT VOICES IN PHILOSOPHY (3)

Using important representative figures, compares Western and non-Western contributions to such areas of philosophy as metaphysics, epistemology, ethics, esthetics, philosophy of religion, and political philosophy.

PHL 350 TOPICS IN PHILOSOPHY (3)

This course gives students an opportunity for in-depth exploration of an aspect of philosophy not dealt with extensively in other courses. Topics may include bioethics, theories of human nature, and meaning of life. Fall semesters. Prerequisite: PHL 101 or instructor permission.

PHL 401 PHILOSOPHY AND THE ENVIRONMENT (3)

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. Offered as needed. Prerequisite: PHL 101 or instructor permission.

PHL 499 SENIOR CAPSTONE PROJECT IN PHILOSOPHY (3)

Students prepare a 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. Offered as needed. Prerequisites: Senior status and instructor permission.

PHYSICAL SCIENCE**PHS 112 INTRODUCTION TO EARTH SCIENCE (4)**

Introductory earth science topics related to geology and meteorology including 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. Fall and spring semesters.

PHS 205 GENERAL PHYSICS I (4)

Introductory physics class covering topics from classical mechanics and thermodynamics such as particle dynamics, energy, Newton's laws of motion, rotation, gravitation, oscillation, fluid mechanics, sound, and the laws of thermodynamics. Includes laboratory. Offered as needed. Prerequisites: MAT 145 and MAT 152 or instructor permission.

PHS 206 GENERAL PHYSICS II (4)

A continuation of PHS 205. Topics include electricity and magnetism, optics and light, atomic structure and spectra, nuclear physics and radiation. Includes laboratory. Offered as needed. Prerequisite: PHS 205 with a grade of C- or better.

PHS 212 CONCEPTS IN PHYSICS (4)

Survey of basic physics concepts including motion, forces, energy, heat, wave motion (light and sound), electricity, magnetism, and modern physics. Physics principles are used to introduce students to astronomy. Includes laboratory. Spring semester even years. Prerequisite: MAT 140 or above or instructor permission.

PHS 301 INTEGRATED SCIENCE (3)

Integrates physical, chemical, and biological concepts to modern applications of scientific inquiry. 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. Includes laboratory. Fall semester odd years. Prerequisite: PHS 112.

POLITICAL SCIENCE**PLS 221 AMERICAN GOVERNMENT (3)**

Introduction to the U.S. political system. Adopts transnational and comparative perspectives in examining the origins and present powers of the American government at local, state, and national levels, and the complex ways in which state and civil society interact to determine public policy and social relations. Critical vantage on the U.S. government prompts deeper understanding of the individual's relationship to the nation and to the world at large. Fall and spring semesters.

PLS 350 TOPICS IN POLITICAL SCIENCE (3)

This course offers the student an opportunity to explore in greater depth topics not covered fully in political science courses. Topics may include the American presidency, politics and the environment, comparative governments, or political theory. Offered as needed. Prerequisite: PLS 221 or instructor permission.

COURSE DESCRIPTIONS

PLS 364 INTERNATIONAL RELATIONS (3)

Historical, economic, political, geographic, ideological, and cultural, and environmental factors that shape international relations. Focus on the nature of the state, the formation of nations, foreign policy, international relations theory, and current policy debates. Particular emphasis on the social forces associated with globalism in structuring international relations for the new millennium. Fall semesters. Prerequisite: PLS 221 or instructor permission.

PSYCHOLOGY

PSY 101 GENERAL PSYCHOLOGY (3)

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. Fall and spring semesters.

PSY 250 TOPICS IN PSYCHOLOGY (3)

This course gives students an opportunity to gain an introductory level of understanding of major fields within psychology. Topics may include social psychology, perception, and cognitive psychology. Fall semesters.

PSY 270 PSYCHOLOGICAL AND PHYSIOLOGICAL ASPECTS OF SUBSTANCE ABUSE (3)

Cross-listed with HMS 270. Studies the causes, types, treatments, and prevention of substance abuse, as well as drug classifications and HIV/AIDS. Spring semesters. Prerequisite: PSY 101.

PSY 271 INTRODUCTION TO COUNSELING (3)

Cross-listed with HMS 271. Assists students in the development of interviewing and communication skills, including responsive listening and problem solving, and introductory counseling techniques. Fall semesters. Prerequisite: PSY 101.

PSY 272 SUBSTANCE ABUSE PRACTICUM AND SEMINAR (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. Spring semesters. Prerequisite: HMS 271 or PSY 271 and instructor permission.

PSY 280 CHEMICAL DEPENDENCY AND FAMILY (3)

Cross-listed with HMS 280. Exposes the student to an understanding of the multiple factors which impact individuals, families, and communities affected by alcohol or other drug problems. Explores a variety of approaches and disciplines relevant to the treatment of substance use disorders. Fall semesters. Prerequisite: HMS 270 or PSY 270.

PSY 281 GROUP DYNAMICS AND COUNSELING (3)

Cross-listed with PSY 281. Study of theoretical knowledge and techniques for effective group leadership, including group dynamics, therapeutic forces, and current trends. Spring semesters. Prerequisite: HMS 271 or PSY 271.

PSY 340 ABNORMAL PSYCHOLOGY (3)

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. Fall semesters. Prerequisite: PSY 101.

PSY 343 GROWTH AND DEVELOPMENT OF CHILDREN AND ADOLESCENTS (3)

Examines the psychological development of infants and children through adolescence including social, emotional, biological, and physical viewpoints. Current research, literature, and practical applications are explored. Fall and spring semesters. Prerequisite: PSY 101.

PSY 344 PSYCHOLOGY OF ADULTHOOD AND AGING (3)

Theories and research related to the psychological development of adults. Students analyze the biological, cognitive, cultural, personality, and social contexts in which aging occurs. Spring semesters. Prerequisite: PSY 101.

PSY 350 TOPICS IN PSYCHOLOGY (3)

This course gives students an opportunity for in-depth exploration of an aspect of the field of psychology not dealt with extensively in other psychology courses. Topics may include personality theory, forensic psychology, or applied behavior analysis. Spring semesters. Prerequisite: PSY 101.

PSY 353 RESEARCH METHODS IN THE SOCIAL SCIENCES (3)

Cross-listed with SOC 353. Introduction to the methods of social inquiry. Students learn how to design and conduct research, and how to become critical consumers of it. An overview of the various research strategies in the social sciences is presented and students perform some preliminary research. Focuses on conceptual and applied dimensions of social research. Fall semesters. Prerequisite: MAT 140 or above.

PSY 354 QUANTITATIVE ANALYSIS IN THE SOCIAL SCIENCES (3)

Cross-listed with SOC 354. Designed to give students a broad overview of the statistical methods used in the social sciences. Topics include measures of central tendency, probability, hypothesis testing, and association between variables. Spring semester odd years. Prerequisites: MAT 145; PSY 353 or SOC 353; or instructor permission.

PSY 371 CHEMICAL DEPENDENCY COUNSELING (3)

Students demonstrate core program competencies by demonstrating the knowledge, skills and attitudes necessary to practice chemical dependency counseling. Uses a case study approach to demonstrate proficiency at analysis, assessment, diagnostic skills, and treatment planning. Fall semester odd years. Prerequisite: HMS 280 or PSY 280.

PSY 373 CRISIS INTERVENTION (3)

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. Spring semester even years. Prerequisite: PSY 101.

PSY 380 HISTORY AND SYSTEMS (3)

Provides 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. Fall semester even years. Prerequisite: PSY 101.

PSY 420 EXPERIMENTAL PSYCHOLOGY (3)

Focuses on research methods and design as applied to contemporary problems in psychology. Examines 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. Fall semester odd years. Prerequisite: PSY 353 or instructor permission.

PSY 47I ADVANCED COUNSELING (3)

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. Fall semester odd years. Prerequisite: HMS 27I or PSY 27I.

PSY 499 SENIOR CAPSTONE PROJECT IN PSYCHOLOGY (6)

Students prepare a 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. Offered as needed. Prerequisites: Senior status and instructor permission.

PHYSICAL THERAPIST ASSISTANT**PTA 10I INTRODUCTION TO PHYSICAL THERAPY (I)**

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 emphasizes the boundaries between the physical therapist and physical therapist assistant. Also covers common practice settings and patient types. Fall semesters. Prerequisites: For students whose first language is not English, a TOEFL score of 550 or greater and permission of instructor. Co-requisites: BIO 17I, ENG 103, or permission of PTA program director.

PTA 200 FUNCTIONAL ANATOMY (3)

Knowledge of functional anatomy and kinesiology are essential foundations for the PTA. Musculoskeletal and nervous systems are studied in terms of their ability to produce movement. Emphasis on the biomechanics of the human body. Lecture and laboratory exercises are integrated to help the student learn how the body moves and then apply that knowledge to physical therapy. Fall semesters. Prerequisite: BIO 172 or permission of PTA program director.

PTA 205 FUNCTIONAL ACTIVITIES (I)

Instruction in basic patient handling skills including patient transfers from and with a variety of patient equipment, gait training, wheelchair/bed mobility, and transfers training. Assistive devices using patient mobility and transfer skills. Body mechanics with an emphasis on the safety of the patient and caregiver during activity. OSHA safety requirements and universal precaution procedures. Issues regarding the quality, appropriateness, and clarity of documentation are presented and practiced with an emphasis on documenting functional activities. Fall semesters. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 210 THERAPEUTIC EXERCISE (2)

Introduces the principles and techniques of range of motion, strengthening, soft-tissue stretching, endurance, and balance/coordination. Review of the healing process of the various tissues, ligaments, bones, cartilage, and muscles/tendons. Examines the basic concepts of peripheral joint mobilization, and theories of the body's response to exercise in the normal and pathological states. Fall semesters. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 21I CLINICAL ORTHOPEDICS (2)

Expands the knowledge of therapeutic management and rehabilitation with regard to common orthopedic injuries/conditions. Emphasizes principles for

treating soft tissue, bony, and post-surgical problems, including the investigation of sprains, strains, surgical procedures, overuse syndromes, and fractures. Investigates therapeutic management and rehabilitative intervention methods for the presented condition/injuries in various stages of recovery joint by joint. Spring semesters. Prerequisites: PTA 200, PTA 210 and PTA 215.

PTA 215 THERAPEUTIC MODALITIES I (3)

Theory and application of therapeutic thermal agents (heat, cold, ultrasound, hydrotherapy) and 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 intervention. The safe, effective, and efficient delivery of physical thermal agents and aquatic therapy are considered, as well as patient and caregiver interactions. Fall semesters. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 216 THERAPEUTIC MODALITIES II (2)

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 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. Spring semesters. Prerequisite: PTA 215 or permission of PTA program director.

PTA 217 THERAPEUTIC PROCEDURES (I)

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 are examined. Anatomy, physiology, and pathology are discussed for each topic. Spring semesters. Prerequisites: HSC 260 and PTA 200 or permission of PTA program director.

PTA 220 TESTS AND MEASURES (I)

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. Emphasizes the comparison of examination and evaluation as it relates to physical therapy practice. Fall semesters. Prerequisite: BIO 172. Co-requisite: PTA 200.

PTA 223 CLINICAL PREPARATION (2)

Orientation to clinical practice policy and procedures and clinical documentation. 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. Fall semesters. Co-requisites: HSC 260, PTA 200, PTA 205, PTA 210, PTA 215, and PTA 220 or permission of PTA program director. Must be taken concurrently with PTA 224.

PTA 224 CLINICAL PRACTICE (4)

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. Fall semesters. Must be taken concurrently with PTA 223.

COURSE DESCRIPTIONS

PTA 226 CLINICAL AFFILIATION/PREPARATION/SPECIAL TOPICS (2)

Prepares students for completion of the final two clinical practices and entry into the physical therapy workforce. Self-awareness, effective helping, communication skills, stress management, cultural competency and spirituality are discussed as part of a continuing exploration of the core professional values of the APTA. Spring semesters. Prerequisite: PTA 224 or permission of PTA program director. Co-requisites: PTA 211, PTA 216, PTA 217, PTA 235, PTA 245, and PTA 250. Must be taken concurrently with PTA 290.

PTA 235 PATIENT HANDLING AND THERAPEUTIC MASSAGE (1)

Therapeutic massage and patient handling skills. 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. Introduces general principles of massage for specialized systems and selected specific purposes. Spring semesters. Prerequisite: PTA 200.

PTA 245 NEUROLOGIC REHABILITATION THROUGH THE LIFESPAN (4)

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. Spring semesters. Prerequisites: PTA 200 and PTA 210 or permission of instructor.

PTA 250 GERIATRIC PTA (2)

Comprehensive study of physical therapy and aging. Age-related changes in biology, physiology, and anatomy and general information on theory and psychosocial aspects of aging. Specific treatment considerations for the older person are outlined. Spring semesters. Prerequisite: HSC 260 or permission of instructor.

PTA 290 CLINICAL EDUCATION I (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. Spring semesters. Prerequisite: Student must be assessed at the developing level or higher on the Professional Behaviors Assessment Tool or obtain permission of PTA program director. Must be taken concurrently with PTA 226.

PTA 291 CLINICAL EDUCATION II (2)

The final three weeks of a five-week clinical affiliation provides further development of problem solving and interpersonal skills, and continues to 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. Summer semesters. Prerequisite: PTA 290. Must be taken concurrently with PTA 292.

PTA 292 CLINICAL EDUCATION III (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 two day on-campus seminar. Summer semesters. Must be taken concurrently with PTA 291.

RADIOGRAPHY (A.A.S.)

RAD 261 RADIATION BIOLOGY AND PROTECTION (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. Offered every fall at MGHS School of Radiography.

RAD 262 METHODS OF PATIENT CARE (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. Offered every fall at MGHS School of Radiography.

RAD 263 RADIOGRAPHY CLINICAL PRACTICUM I (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. Offered every fall at MGHS School of Radiography.

RAD 264 RADIOGRAPHIC PROCEDURES I (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. Offered every fall at MGHS School of Radiography.

RAD 265 PRINCIPLES OF RADIATION PRODUCTION, CHARACTERISTICS, AND EQUIPMENT (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. Offered every spring at MGHS School of Radiography.

RAD 266 RADIOGRAPHY CLINICAL PRACTICUM II (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. Offered every spring at MGHS School of Radiography.

RAD 267 RADIOGRAPHIC PROCEDURES II (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. Offered every spring at MGHS School of Radiography. Prerequisite: RAD 264.

RAD 361 DIAGNOSTIC IMAGE PRODUCTION (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. Offered every fall at MGHS School of Radiography.

RAD 362 SECTIONAL IMAGING AND ANATOMY (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. Offered every fall at MGHS School of Radiography.

RAD 363 RADIOGRAPHY CLINICAL PRACTICUM III (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. Offered every summer at MGHS School of Radiography.

RAD 364 IMAGE PROCESSING AND QUALITY MANAGEMENT (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. Offered every spring at MGHS School of Radiography.

RAD 365 RADIOGRAPHIC PATHOLOGY (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. Offered every spring at MGHS School of Radiography.

RAD 366 RADIOGRAPHY CLINICAL PRACTICUM IV (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. Offered every fall at MGHS School of Radiography.

RAD 367 ISSUES IN RADIOGRAPHY - PARTS A THROUGH D (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 140 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. Content is divided over 4 semesters of the Radiography major.

RAD 368 RADIOGRAPHY CLINICAL PRACTICUM V (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. Offered every summer at MGHS School of Radiography.

RELIGION

REL 200 INTRODUCTION TO THE BIBLE (3)

Historical, theological, and literary consideration of the scriptures. Includes both Old and New Testament. Fall and spring semesters.

REL 204 WORLD RELIGIONS (3)

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. Fall and spring semesters.

REL 205 SPIRITUAL FORMATION (3)

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. Fall semesters.

REL 230 SERVANT LEADERSHIP (3)

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. Spring semesters.

REL 236 SERVICE-LEARNING IN TANZANIA (3)

Cross-listed with SOC 236. The primary learning experiences take place during a three-week trip to Tanzania in May. During the spring semester students meet weekly to discuss readings, prepare for being a guest in a foreign country, and plan fundraisers. The visit to Tanzania is at the invitation of the Eastern and

COURSE DESCRIPTIONS

Coastal Diocese of the Evangelical Lutheran Church in Tanzania. Students stay in host homes, learn about social concerns, and participate in the life of a community while serving at a secondary school. It is expected that all students, regardless of financial need, participate in fundraising efforts to help offset some of the travel expenses. Spring semesters. Prerequisite: REL 230 or concurrent registration, and sophomore status.

REL 237 SERVANT LEADERSHIP FOR THE LOCAL COMMUNITY (3)

Explores servant leadership as a spiritual discipline while developing leadership skills for local volunteer service. Explores the essence of spirituality and spiritual practices in relation to service. Students identify local needs and organize a service-in-kind project to benefit the local community. Participation in discussion seminars and journal activities. Fall semester odd years.

REL 250 SPECIAL TOPICS IN RELIGION (3)

This course gives students an opportunity for introductory exploration of an aspect of the field of religion not dealt with extensively in other religion courses. Topics may include Christianity in America and eastern religions. Fall semesters.

REL 303 HISTORY OF CHRISTIANITY (3)

Key figures and movements in the history of Christianity from its beginnings to the modern era. Fall semester odd years. Prerequisite: REL 200.

REL 381 CHRISTIAN VOCATION: CONTEMPORARY CHALLENGES AND OPPORTUNITIES (3)

Builds on REL 230. Examines contemporary applications of Christian vocation concepts and practices. Offered as needed. Prerequisite: REL 230.

REL 420 BIBLICAL TOPICS IN VOCATION (3)

An in-depth examination of vocation through the lenses 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. Offered as needed. Prerequisite: REL 200.

REL 445 READINGS IN SPIRITUALITY (3)

Develops a wider and deeper vocabulary and conceptual framework for spiritual development using primary readings from classical Christian and non-Christian spiritual works. Complements REL 205, Spiritual Formation, bracketing the Christian Vocation concentration with critical reflection on one's spiritual growth and place in the world. Offered as needed. Prerequisite: REL 205.

REL 499 SENIOR CAPSTONE PROJECT IN RELIGION

Students prepare a 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. Offered as needed. Prerequisites: Senior status and instructor permission.

SOCIOLOGY

SOC 101 GENERAL SOCIOLOGY (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. Fall and spring semesters.

SOC 154 SOCIAL PROBLEMS (3)

Covers selected social problems facing today's global society. Topics may include problems such as poverty, race relations, international tensions, population, and crime. Fall semester even years. Prerequisite: none, but SOC 101 is recommended.

SOC 205 JUVENILE DELINQUENCY (3)

Explores issues of juvenile delinquency, factors contributing to delinquency, and societal and governmental attempts to prevent and control delinquent behavior. Fall semesters.

SOC 236 SERVICE-LEARNING IN TANZANIA (3)

Cross-listed with REL 236. The primary learning experiences take place during a three-week trip to Tanzania in May. During the spring semester students meet weekly to discuss readings, prepare for being a guest in a foreign country, and plan fundraisers. 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 social concerns, and participate in the life of a community while serving at a secondary school. It is expected that all students, regardless of financial need, participate in fundraising efforts to help offset some of the travel expenses. Spring semesters. Prerequisite: REL 230 or concurrent registration, and sophomore status.

SOC 250 TOPICS IN SOCIOLOGY (3)

This course gives students an opportunity to gain an introductory level of understanding of major fields within sociology. Topics may include marriage and the family, social psychology, symbolic interaction, and deviance. Spring semesters.

SOC 263 HUMAN RELATIONS AND DIVERSITY (3)

Explores the diversity concept in the United States by tracing its origins, operations, and meanings. Encompasses but is not limited to an examination of the history, culture, institutions, values, and contributions of groups identified by race, gender, class, ethnicity, religious affiliations, and sexual orientation in contemporary America. Critical emphasis placed on social tensions associated with minority-majority status, terms of overt and covert social inclusion or exclusion, the ideal of individual equality in conditions of group-based inequality. Fall semesters.

SOC 312 CRIMINOLOGY (3)

Analyzes the nature, causes, and distribution of crime; societal factors in crime and delinquency; theoretical explanations of crime; and contemporary social responses. Spring semesters. Prerequisite: SOC 101 or instructor permission.

SOC 320 INTERCULTURAL COMMUNICATION (3)

Through reading, research, writing, and discussion this course will provide students with the knowledge and skills necessary to succeed in today's multicultural and globally interconnected environment. Topics will cover the impact of technology on intercultural understanding and important ethical and social issues relating to intercultural communication as well as the role of empathy in human society and communication. Offered as needed. Prerequisite: COM 101 or SOC 101 or instructor permission.

SOC 330 SOCIAL STRATIFICATION (3)

Examines the patterned, unequal distribution of wealth, power, and political rewards has on society. Theories and debates regarding social inequality and mobility, and their ramifications. Spring semesters. Prerequisite: SOC 101 or SOC 154.

SOC 350 TOPICS IN SOCIOLOGY (3)

This course gives students an opportunity for in-depth exploration of an aspect of the field of sociology not dealt with extensively in other sociology courses. Topics may include social stratification, gender and society, social movements, globalization, or indigenous peoples. Spring semester even years. Prerequisite: SOC 101.

SOC 353 RESEARCH METHODS IN THE SOCIAL SCIENCES (3)

Cross-listed with PSY 353. Introduction to the methods of social inquiry. Students learn how to design and conduct research, and how to become critical consumers of it. An overview of the various research strategies in the social sciences is presented and students perform some preliminary research. Focuses on conceptual and applied dimensions of social research. Fall semesters. Prerequisite: MAT 140 or above.

SOC 354 QUANTITATIVE ANALYSIS IN THE SOCIAL SCIENCES (3)

Cross-listed with PSY 354. Designed to give students a broad overview of the statistical methods used in the social sciences. Topics include measures of central tendency, probability, hypothesis testing, and association between variables. Spring semester odd years. Prerequisites: MAT 145; PSY 353 or SOC 353; or instructor permission.

SOC 372 SOCIAL THEORY (3)

Introduction 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. Fall semester odd years. Prerequisite: PLS 221 or PSY 101 or SOC 101.

SOC 499 SENIOR CAPSTONE PROJECT (3)

Students prepare a 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. Offered as needed. Prerequisites: Senior status and instructor permission.

UNIVERSITY STUDIES**UNS 100 FINLANDIA SUCCESS SEMINAR (1)**

The Finlandia Success Seminar is a one-credit course required for all incoming students or transfer students with fewer than 24 credits. 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. Fall and spring semesters. Pass/fail only.

UNS 103 FUNDAMENTALS OF ACADEMIC EFFECTIVENESS (3)

Provides instruction and practice focusing 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. Fall and spring semesters.

UNS 149 PILATES (1)

Pilates combines moves from yoga, gymnastics, kickboxing, and body building to build strength and flexibility. The goal of these exercises is to improve strength, flexibility, and stability of the "core" muscles for overall better alignment and posture in its practitioners. Pass/fail only.

UNS 150/151 UNIVERSITY STUDIES (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. Offered as needed.

UNS 203 CAREER PLANNING (1)

Develops preparation skills necessary for a successful career. Students are introduced to a variety of topics including career goal assessment, job search strategies, effective résumé and cover letter writing, employment benefits information, interviewing techniques, graduate school opportunities, and job market analysis. Spring semesters.

UNS 250 BEGINNING YOGA (1)

Focuses on the physical fitness benefits of yoga. Although students may have some yoga or fitness experience, the only prerequisite is the desire to learn and a commitment to attend class. Meets twice per week for seven weeks. Pass/fail only.

UNS 251 YOGA FUNDAMENTALS (1)

This is a beginning yoga class. All fitness levels are welcome. Athletes, in particular, are encouraged to enroll in Yoga Fundamentals, a course that introduces yoga poses designed to improve flexibility, body alignment and breathing. Meets twice per week for seven weeks. Pass/fail only.

FIRST SEMESTER - FALL 2011

AUGUST 20, SATURDAY

Residence hall opens for incoming students-8:00 am

AUGUST 20-21, SATURDAY-SUNDAY

New Student/Family Welcome Events

AUGUST 22-25, MONDAY-THURSDAY

New Student Orientation

AUGUST 26, FRIDAY

Residence Hall opens for returning students-8:00 am

8:00 am-6:00 pm—Required check-in, advising, registration, and drop/add for new and returning students

AUGUST 29, MONDAY

8:10 am—Classes begin

Late check-in begins (\$50 late fee)

SEPTEMBER 5, MONDAY

No classes (Labor Day)

SEPTEMBER 6, TUESDAY

Last day to register and adjust tuition

Last day to drop/add a class with no grade (until 4:30 pm)

OCTOBER 21, FRIDAY

Mid-semester break (After last class on Thursday)

OCTOBER 24, MONDAY

Classes resume

NOVEMBER 3, THURSDAY

Last day to withdraw with a “W” (until 4:30 pm)

NOVEMBER 23-27, WEDNESDAY-SUNDAY

Thanksgiving Break (after last class Tuesday)

Residence hall closes at noon, Wednesday

Residence hall opens at 9:00 am, Sunday

NOVEMBER 28, MONDAY

Classes resume

DECEMBER 12-16, MONDAY-FRIDAY

Final exam week

DECEMBER 16, FRIDAY

End of semester

DECEMBER 18, SUNDAY

Residence hall closes at noon

SECOND SEMESTER - SPRING 2012

JANUARY 7, SATURDAY

Residence hall opens for incoming students

JANUARY 8, SUNDAY

Residence hall opens for returning students

JANUARY 9, MONDAY

8:10 am—Classes begin

8:00 am-6:00 pm—Required check-in, advising, registration, and drop/add for new and returning students

JANUARY 10, TUESDAY

Late check-in begins (\$50 late fee)

JANUARY 17, TUESDAY

Last day to register and adjust tuition

Last day to drop/add classes with no grade (until 4:30 pm)

MARCH 2, FRIDAY

Spring Break (after last class)

Residence hall closes at noon, Saturday

MARCH 11, SUNDAY

Residence hall opens at 9:00 am

MARCH 12, MONDAY

Classes resume

MARCH 22, THURSDAY

Last day to withdraw with a “W” (until 4:30 pm)

APRIL 6, FRIDAY

No classes; campus closed (Good Friday)

APRIL 13, FRIDAY

Honors Banquet

APRIL 23-27, MONDAY-FRIDAY

Final exam week

APRIL 27, FRIDAY

End of semester

APRIL 29, SUNDAY

Baccalaureate, Commencement

Residence hall closes at 6:00 pm

THIRD SEMESTER – SUMMER 2012

MAY 19, SATURDAY

Residence hall opens

MAY 21, MONDAY

Registration

First day of classes (beginning at 8:15 am)

MAY 25, FRIDAY

Last day to register and adjust tuition (until noon)

Last day to drop/add classes with no grade (until noon)

MAY 28, MONDAY

No classes (Memorial Day)

JUNE 29, FRIDAY

Last day to withdraw with a “W” (until noon)

JULY 4, WEDNESDAY

No classes (Independence Day)

JULY 20, FRIDAY

End of semester (after last exam)

JULY 21, SATURDAY

Residence hall closes at noon

FIRST SEMESTER - FALL 2012

AUGUST 18, SATURDAY

Residence hall opens for incoming students-8:00 am

AUGUST 18-19, SATURDAY-SUNDAY

New Student/Family Welcome Events

AUGUST 20-23, MONDAY-THURSDAY

New Student Orientation

AUGUST 24, FRIDAY

Residence Hall opens for returning students-8:00 am

8:00 am-6:00 pm—Required check-in, advising, registration, and drop/add for new and returning students

AUGUST 27, MONDAY

8:10 am—Classes begin

Late check-in begins (\$50 late fee)

SEPTEMBER 3, MONDAY

No classes (Labor Day)

SEPTEMBER 4, TUESDAY

Last day to register and adjust tuition

Last day to drop/add a class with no grade (until 4:30 pm)

OCTOBER 19, FRIDAY

Mid-semester break (After last class on Thursday)

OCTOBER 22, MONDAY

Classes resume

NOVEMBER 1, THURSDAY

Last day to withdraw with a "W" (until 4:30 pm)

NOVEMBER 21-25, WEDNESDAY-SUNDAY

Thanksgiving Break (after last class Tuesday)

Residence hall closes at noon, Wednesday

Residence hall opens at 9:00 am, Sunday

NOVEMBER 26, MONDAY

Classes resume

DECEMBER 10-14, MONDAY-FRIDAY

Final exam week

DECEMBER 14, FRIDAY

End of semester

DECEMBER 16, SUNDAY

Residence hall closes at noon

SECOND SEMESTER - SPRING 2013

JANUARY 5, SATURDAY

Residence hall opens for incoming students

JANUARY 6, SUNDAY

Residence hall opens for returning students

JANUARY 7, MONDAY

8:10 am—Classes begin

8:00 am-6:00 pm—Required check-in, advising, registration, and drop/add for new and returning students

JANUARY 8, TUESDAY

Late check-in begins (\$50 late fee)

JANUARY 15, TUESDAY

Last day to register and adjust tuition

Last day to drop/add classes with no grade (until 4:30 pm)

MARCH 1, FRIDAY

Spring Break (after last class)

Residence hall closes at noon, Saturday

MARCH 10, SUNDAY

Residence hall opens at 9:00 am

MARCH 11, MONDAY

Classes resume

MARCH 21, THURSDAY

Last day to withdraw with a "W" (until 4:30 pm)

MARCH 29, FRIDAY

No classes; campus closed (Good Friday)

APRIL 12, FRIDAY

Honors Banquet

APRIL 22-26, MONDAY-FRIDAY

Final exam week

APRIL 26, FRIDAY

End of semester

APRIL 28, SUNDAY

Baccalaureate, Commencement

Residence hall closes at 6:00 pm

THIRD SEMESTER – SUMMER 2013

MAY 18, SATURDAY

Residence hall opens

MAY 20, MONDAY

Registration

First day of classes (beginning at 8:15 am)

MAY 24, FRIDAY

Last day to register and adjust tuition (until noon)

Last day to drop/add classes with no grade (until noon)

MAY 27, MONDAY

No classes (Memorial Day)

JUNE 28, FRIDAY

Last day to withdraw with a "W" (until noon)

JULY 4-5, THURSDAY-FRIDAY

No classes (Independence Day)

JULY 19, FRIDAY

End of semester (after last exam)

JULY 20, SATURDAY

Residence hall closes at noon

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FINLANDIA UNIVERSITY

FOUNDED IN 1896



Hancock

Duluth
216 mi

Marquette
100 mi

Iron Mtn.
118 mi

Green Bay
215 mi

Minneapolis
352 mi

Madison
330 mi

Milwaukee
330 mi

Chicago
421 mi

Lake
Michigan

Lake
Huron

Lake
Erie

Cadillac
400 mi

Grand Rapids
500 mi

Detroit
550 mi

Toledo
611 mi



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